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FIRE COMMISSION

City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 03-01

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – January 9, 2003 - 6:00 p.m.
698 Second Street, Room 102

Item
No.

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1. **ON ROLL CALL,** the following were noted present:

President Stephen A. Nakajo
Vice President Russell S. Roeca
Commissioner Pat Norman
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

Mario H. Treviño - Chief of Department
Raymond Balzarini - Deputy Chief, Operations
Joseph C. Asaro - Deputy Chief, Administration
Gary P. Massetani - Chief of Staff

Assistant Deputy Chiefs – Staff:

Bernie F. Lee - Division of Airports
Paul D. Jones - Division of Support Services (Acting)
Jane Smith - Division of Emergency Medical Services (Acting)

Chief Officers – Staff:

Lorrie A. Kalos - Administration
Johnny R. Lo - Operations
Marshal Isaacs, M.D. - Emergency Medical Services

Chief Officers – Firefighting Services:

Audry Lee - Division 2 (Acting)
Ozell Austin - Division 3 (Acting)

2. **APPROVAL OF THE MINUTES**

Regular Meeting of November 26 and December12, 2002.

Commissioner del Portillo moved and Commissioner Conroy seconded. There were no questions or discussion and the minutes were approved as presented.

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3. CONSENT CALENDAR

All matters listed hereunder (Items A through L) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during December 2002.

Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during November 2002.

Physician's Reports

Submitting biweekly reports of Fire Department Physician concerning disability injuries, November 23 through December 6, 2002, and December 7 through December 20, 2002.

B. Appointments

Reporting the following PROBATIONARY appointment effective *DECEMBER 18, 2002:*

H3 Firefighter/Paramedic

Catherine A. Diepenbrock (vice: Diepenbrock's H2 position)

Reporting the following PROBATIONARY appointment effective *DECEMBER 9, 2002:*

H2 Firefighter

Gregg M. Takeuchi (vice: Eugene Duru, terminated)

Reporting the following PERMANENT EXEMPT appointment effective *DECEMBER 9, 2002:*

1454 Executive Secretary III

Kelly K. Madden (vice: Frances Farrell, retired)

Reporting the following PROVISIONAL appointment effective *NOVEMBER 2, 2002:*

H-43 Section Chief, EMS

Philip R. Harvey (vice: Ronald Louie, retired)

Reporting the following PROVISIONAL appointment effective *SEPTEMBER 29, 2002:*

H20 Lieutenant

Barry Wong (vice: Robert Anderson, retired)

Return to Former Classification

Reporting that H10 Chief's Aide Warren K. Der has been returned to his permanent position as H2 Firefighter, effective October 4, 2002.

C. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Paul, Caroline M.	H2 Firefighter	Ind. Dis.	Oct. 21, 2002
Benson-Colbert, Lynne	H1 Fire Rescue Paramedic	Ind. Dis.	Nov. 13, 2001
Rooker, Vicki	H1 Fire Rescue Paramedic	Ind. Dis.	Jan. 02, 2003

(Retirement Certificates will be presented at Fire Commission meeting of February 27, 2003)

D. Military Leaves

Submitting for approval applications from one member for Military Leaves of Absence without pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Lucha, Roberto SSgt.	H2 FF	12-08-02 thru 12-09-02	2	CA Army Nat'l Gd. San Francisco, CA	Attend Inactive Duty Training
		01-03-03 thru 01-05-03	2	CA Army Nat'l Gd. San Francisco, CA	Attend Inactive Duty Training

E. Suspension - Correction

Reporting the amended suspension of H20 Lieutenant Jon Del Bino, Engine 6, for four days, December 18/19, and December 21/22, 2002, for violation of Section 3915 (Proper Behavior) of the Rules and Regulations. (Amended Item 3.D – Suspension, Minutes of 12-12-02).

F. Separation

Reporting separation of the following:

Permanent Exempt 2532 Paramedic Robert Groesbeck, effective close of business November 18, 2002. (Released from exempt appointment; started work 11-14-98.)

Provisional 7514 General Laborer Charlette Walker, effective close of business August 10, 1998. (Reached permissible time limit; started work 03-04-96.)

G. Separation - Correction

Amending Item 3.E – Separation, Minutes of 11-26-02, to reflect that the automatic resignation date for H2 Firefighter Richard Espinoza has been changed from November 6, 2002, to November 15, 2002, close of business.

H. Leave of Absence

Submitting request for leave of absence with pay for Acting Assistant Deputy Chief Paul Jones for two days, January 30 through January 31, 2003, in order to attend the Firescope Joint Operations Team North and South Meeting in Pismo Beach, California. Funding for this meeting is included in the 2002-2003 budget. Acting Assistant Deputy Chief Jones will not be replaced.

I. Leaves of Absence

Submitting requests for leaves of absence with pay (sick leave) from the following:

Battalion Chief Joseph Carlomagno, for the time period from February 12, 2003, through March 6, 2003.

Captain Richard Lauer, for the time period from June 1, 2002, through November 6, 2002.

Captain Romero Mabutas, for the time period from December 1, 2002, through December 1, 2003 ("intermittent").

Acting Captain Carl Champion, for the time period from December 3, 2002, through January 2, 2003 ("intermittent").

Paramedic Captain George Cerna, for the time period from November 15, 2002, through January 15, 2003.

Lieutenant John Cremen, for the time period from November 9, 2002, through November 22, 2002.

Lieutenant Charles Elzey, for the time period from October 29, 2002, through January 8, 2003.

Lieutenant James Vannucchi, for the time period from December 3, 2002, through December 3, 2003 ("intermittent").

Firefighter/Paramedic Willie Humphrey, for the time period from October 15, 2002, through October 15, 2003 ("intermittent").

Firefighter/Paramedic Stephen Lynch, for the time period from April 3, 2003, through June 30, 2003.

Firefighter/Paramedic Jason Simmons, for the time period from December 3, 2002, through December 11, 2002.

Firefighter/Paramedic Michael Song, for the time period from December 4, 2002, through January 22, 2003.

Firefighter/Paramedic Eric White, for the time period from December 18, 2002, through December 18, 2003 ("intermittent").

Chief's Aide Melinda Talmadge, for the time period from January 25, 2003, through January 25, 2004 ("intermittent").

Firefighter Larry Abella, for the time period from November 25, 2002, through November 25, 2003 ("intermittent").

Firefighter William Carle, for the time period from November 10, 2002, through November 26, 2002.

Firefighter Kenneth Cordero, for the time period from November 29, 2002, through December 20, 2002.

Firefighter James Cunnie, for the time period from November 14, 2002, through November 21, 2002.

Firefighter Daniel Dunnigan, for the time period from December 16, 2002, through January 16, 2003.

Firefighter James Favero, for the time period from November 1, 2002, through November 18, 2002.

Firefighter David Long, for the time period from November 19, 2002, through December 18, 2002.

Firefighter Jennifer Mathews, for the time periods from November 12, 2002, through November 26, 2002, and from November 30, 2002, through December 11, 2002.

Firefighter Sean Matsubayashi, for the time period from November 2, 2002, through November 21, 2002.

Firefighter Gerald McMahon, for the time period from October 26, 2002, through December 4, 2002.

Firefighter Fred Meyer, for the time period from November 15, 2002, through November 26, 2002.

Firefighter Kevin Pardini, for the time period from November 27, 2002, through November 5, 2003 ("intermittent").

Firefighter James Patt, for the time period from November 2, 2002, through November 8, 2002.

Firefighter Samuel Romero, for the time period from December 17, 2002, through January 20, 2003.

Firefighter Patrick Sullivan, for the time period from November 1, 2002, through November 30, 2003 ("intermittent").

Firefighter Johnny Williams, for the time period from November 9, 2002, through November 15, 2002.

J. Leaves of Absence

Submitting requests for leaves of absence without pay from the following:

Firefighter/Paramedic Robert Boughn, for the time period from September 16, 2002, through December 30, 2002 (sick leave).

Firefighter Angela Romero, for the time period from December 9, 2002, through January 10, 2003 (sick leave).

Firefighter Elizabeth Leahy, for the time period from December 28, 2002, through June 28, 2003 (personal leave).

Dr. Deborah Owen, for the time period from October 25, 2002, through January 25, 2003 (sick leave).

General Laborer Brandon Yanez, for the time periods from December 4, 2002, through December 13, 2002 (sick leave), and from December 14, 2002, through January 13, 2003 (personal leave).

K. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Truck 2	02-3-079	9/22/02	619	A	File
Off: Capt. Michael Jones Drv: FF John Guiral Tlr: FF Julio Delucchi					
Cause: Misjudged clearance - While responding with red lights and siren, Trk 2 attempted to pass a stopped civilian vehicle, striking the rear fender of the stopped vehicle					
Ambulance 94	02-3-080	10/17/02	727	A	File
Drv: Paramedic Kirt Thomason					
Cause: While backing up, Amb 94 struck a fire escape; spotters from Trk 3 were posted but did not warn driver in time to stop					
Medic 5	02-3-081	10/28/02	737	A	File
Drv: PX David Krikorian					
Cause: Driver inattention - While pulling out of a parking spot at UC Hospital, Medic 5 struck the open door of Medic 18					
Medic 3	02-3-082	10/28/02	735	B	Bill
Drv: FF/PM David Zwyer					
Cause: While responding with red lights and siren and turning right, Medic 3 was struck by a civilian vehicle which failed to yield to emergency vehicle					
Medic 7	02-3-083	11/2/02	734	A	File
Drv: FF Annette Hobrucker-Pfeifer					
Cause: Driver inattention - Driver of Medic 7 released foot off the brake while vehicle was in "reverse" causing Medic 7 to strike left front bumper of a parked civilian vehicle					
Truck 13	02-3-084	11/3/02	621	A	File
Off: Capt. Frank Morino Drv: FF Larry Deen Tlr: FF Andre Brown					
Cause: Tiller error - While backing into quarters, Trk 13 struck center bullard in station bay					
Engine 14	02-3-085	11/15/02	528	A	File
Off: Lt. Thomas Doudiet Drv: FF George Nonomura					
Cause: Driver inattention - While at Treasure Island training facility, Eng 14 pulled forward over a concrete slab shearing off the petcock valve under the front bumper					
Engine 40	02-3-086	11/16/02	570	A	File
Off: T/Lt. David Sun Drv: FF Mami Suzuki					
Cause: While backing into quarters, Eng 40 struck a flag pole in front of station					

Medic 36 02-3-087 11/19/02 0 A File
Drv: FF/PM Todd Filbrun
Cause: Misjudged clearance - While attempting to avoid a vehicle during a lane change, Medic 36 broke the mirror of a parked civilian vehicle

Engine 21 02-3-088 11/21/02 526 A File
Off: Lt. Michael Drake Drv: FF Bridget Cullinane
Cause: Misjudged clearance - While backing up around Twin Peaks Reservoir, Eng 21 came in contact with the hillside, bending left front step

BFP 02-3-089 11/21/02 920 B Bill
Drv: Insp. John Darmanin
Cause: Driver of Yellow Cab backed out of a driveway, striking the door of BFP van

Engine 42 02-3-090 11/23/02 587 A File
Off: T/Lt. Mark Johnson Drv: FF Daniel Garibaldi
Cause: Misjudged clearance - While responding with red lights and siren, Eng 42 maneuvered around a stopped civilian vehicle, striking and breaking mirror of the stopped vehicle

Engine 3 02-3-091 11/23/02 538 B Bill
Off: Capt. Marty Ross Drv: FF Christopher Salas
Cause: While responding to a medical dispatch, Eng 3 stopped, gained control and proceeded through an intersection but was struck by a civilian vehicle which failed to yield to emergency vehicle

Engine 13 02-3-092 11/25/02 524 A File
Off: Capt. Robert Imbellino Drv: FF James Kucharszky
Cause: Misjudged clearance - While attempting to pull into a parallel parking spot, Eng 13 scraped a parked civilian vehicle

Engine 36 02-3-093 11/26/02 514 C File
Off: T/Lt. Victor Hurtado Drv: FF Shane Francisco
Cause: While responding to a working fire, Eng 36 was crossing the intersection against a red light and failed to make a complete stop and obtain right of way, and was struck by a civilian vehicle

Medic 36 02-3-094 11/27/02 733 B File
Drv: FF/PM Jonathan Baxter
Cause: While responding to a medical dispatch, Medic 36 was proceeding into the intersection with a green light when a citizen ran into the side of Medic 36

Engine 2 02-3-095 12/1/02 529 A File
Off: T/Lt. John Oshea Drv: FF Joe Lui
Cause: While backing into quarters, Eng 2 struck apparatus door frame; driver failed to notify officer and secure spotters to assist in backing up procedure

Engine 32	02-3-096	12/1/02	583	B	Bill

Off: Lt. Denise Newman Drv: FF Donna Spirlin

Cause: While stopped in traffic, Eng 32 was struck by a civilian vehicle backing out of an alley

Medic 17	02-3-097	12/2/02	743	A	File

Drv: FF/PM Rachael Atchison

Cause: Misjudged clearance - After backing into station, driver of Medic 17 underestimated the space necessary to safely close apparatus door, thereby grazing the front of the ambulance

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

L. Communications Received by Commission

The following communication has been received by the Commission from December 4, 2002 through December 27, 2002:

1. From Debra H. Amesqua, Fire Chief, Madison, Wisconsin and President, Women Chief Fire Officers Association, announcing selection of Lorrie Kalos, Assistant Deputy Chief, SFFD, as Chair of Membership and Nominating Committee for WCFOA. Copy: each Commissioner and Chief of Department.

Commissioner del Portillo moved and Commissioner Roeca seconded. There were no questions or discussion and Items A through L on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted eight letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department Mario H. Treviño on monthly status of department personnel, equipment and apparatus for December 2002.

Chief of Department, Mario H. Treviño, regretfully informed the Commission that Firefighter Melinda Ohler was critically injured on Wednesday, January 8, 2003. She fell from Engine 42 while responding to a full box alarm at the San Francisco International Airport. Firefighter Ohler was admitted to San Francisco General Hospital and has undergone two surgeries. At this time, her condition was listed as *extremely critical*. Firefighter Ohler's parents have arrived from Indiana and are overseeing her situation. The Department's and Commission's thoughts and prayers go out to her and her family.

Chief Treviño wished to commend the medical staff at San Francisco General for their exceptional response from the moment of admission. In addition, he commended the outstanding response of the San Francisco Fire Department to the incident. Engine 42, an Advanced Life Support (ALS) engine, had a paramedic aboard who immediately provided assistance to Firefighter Ohler. Medic 17, discontinued the response to the box alarm, and returned to the scene of the accident to provide assistance. In Chief Treviño's professional opinion, the quickest and best possible emergency medical care was given Firefighter Ohler at the scene.

Chief Treviño wished to complement all Fire Department staff, many of whom had joined him at the hospital on Wednesday night to respond to the incident. He noted that during a difficult time such as this, the San Francisco Fire Department family comes together and supports one another. He stated that he is proud to serve alongside each and everyone of them. In closing, Chief Treviño declared that everyone's thoughts, hopes and prayers are extended to Firefighter Ohler and her family.

Commissioner Norman, speaking on behalf of the Commission, stated that the Commission had been aware since Wednesday evening of Firefighter Ohler's condition and had been very concerned. She offered support to her family and hoped for a positive progress report on her condition.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Leave of Absence

Submitted request for leave of absence with pay from Chief of Department Mario H. Treviño, for two days, January 15 through January 16, 2003, in order to attend a National Fallen Firefighters Foundation Board Meeting in Washington, D.C. Funding for this trip is provided by the National Fallen Firefighters Foundation.

Commissioner Roeca moved and Commissioner del Portillo seconded. There were no questions or discussion and the request for leave of absence with pay was approved.

D. Report on Greater Alarms and Significant Incidents

Raymond Balzarini, Deputy Chief, Operations

(Note: This item was continued to the meeting of February 13, 2003)

E. Report from Emergency Medical Services

Marshal Isaacs, M.D., SFFD Medical Director, and EMS staff

(Note: This item was continued to the meeting of February 13, 2003)

F. Special Presentation – Auxiliary Water Supply System

Paul D. Jones, Acting Assistant Deputy Chief, Support Services

(Note: This item was continued to the meeting of January 23, 2003)

G. Public Comment

John Darmanin recounted his career at the San Francisco International Airport where, for his last two years, he was the Airport Operations Officer and Training Coordinator. Mr. Darmanin urged Chief Treviño not accept any budget cuts related to training programs and to take an aggressive position to ensure that training is maintained at acceptable levels per FAA requirements.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 6:20 p.m.

Tania Bauer
Secretary

VOLUNTEER AUXILIARY
OF THE YOUTH GUIDANCE CENTER

375 Woodside Avenue • San Francisco, California 94127
Tel: 415-753-7576 • Fax: 415-682-0126 • Email: volauxygc@aol.com • www.volauxygc.org

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Honorary Members
Joan Coyne
Kathleen Ryan
Randy Bailey

Administrative Assistant
Denise Monfredini

2 December 2002

Mr. Mario Trevino
San Francisco Fire Chief
698 Second Street
San Francisco, CA 94105

Dear Mr. Trevino,

On behalf of the Auxiliary I thank you, Battalion Chief John Lee and Melissa Lerma for supporting the Auxiliary's Christmas Gift Program. Your donation of the stuffed animals will be used as gifts for the children of some of our teenagers.

The Auxiliary has been giving gifts for over 40 years to children who are wards of the San Francisco Courts. For the past 10 years we have concentrated on teens, ages 12 through 19. We give approximately 2000 gifts at Christmas time.

The personnel on duty the day I picked up the toys, Wednesday, 7 November 2002, were very helpful.

Sincerely,

Anne Dito

Anne Dito
Board Member
Christmas Gift Co-Chair

U.S. Travel Agency

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Monday.
November 25th, 2002

Re: A great thank you to your men!!!

Chief of SFFD
Mario Trevino
6998 2nd Street
S.F., CA 94107

Mr. Trevino:

Some times you only hear complaints, I just wanted to give your team a great compliment.
(I think you will like this story)

On Saturday November 23rd, I was locked out of my bedroom, my mother suggested call the fire Department (lock smith said $200.00, thought that was a bit too much).

I called the local number and said this is a non emergency, but I needed to get into my room for purse and wardrobe for a performance at the Great American Music Hall that evening. I write and compose music and it was a sold out show, had to be there. (I was laid off after 20 years in a Telecom Company, now doing what I want to do)

Your guys came and where able to unlock door, well they left and my mother closes the door, had to call them back (hated to do that).

This time they had to climb through window to get into room to unlock door.

This was not a fire emergency, but they went above and beyond.

I made it to the show, I just want to thank them so much!!!

My regard to your team!!

Kathy Andrich
(415) 239-0896

Kathy Andrich

BOMBEROS MUNICIPALES
JOCOTENANGO, SACATEPEQUEZ
TEL. 8310-049/8311186
FAX 8310-063

December 2, 2002

San Francisco Fire Department
Attn: Chief Mario Trevino
698 Second Street
San Francisco, CA 94702

Dear Chief M^{c}Callion,

The Bomberos Municipales and the Mayor of Jocotenango from Antigua, Guatemala, serves Jocotenango and surrounding communities. Many of these areas served are remote, and vehicles cannot be driven directly to the door.

We would like to commend the efforts one of your stellar chiefs - Russell M^{c}Callion. Chief M^{c}Callion generously donated some expired drugs, old backboards, and other out of service rescue equipment. His donations were greatly appreciated by all the bomberos, and Mayor of Jocotenango. In fact, some of the backboards and rescue equipment were recently used in a river accident including children, and a horrific bus accident. We greatly appreciate the donations.

Any future donations will also be much appreciated. In Guatemala, donations are much appreciated and helps us to better serve our communities.

Sincerely,

Oscar Farrington, Chief
(cellular: 011.502.712.9120)
(e-mail: oscarfarrington@yahoo.com)

OSCAR FARRINGTON

ALCALDIA MUNICIPAL
JOCOTENANGO
SACATEPEQUEZ

HOLY NAME SCHOOL
1560 - 40th Avenue • San Francisco, CA 94122
Phone: (415) 731-4077

December 3, 2002

SF Fire Department
698 2nd Street
San Francisco, CA 94107

Dear Chief Trevino,

Our two Kindergarten classes, plus a dozen parents and teachers, made our annual walk to the Engine Station #23 on Thursday, November 21st.

At the Firehouse we were given a presentation/ demonstration with each class. Firefighters Henry Tam, Leonardo Octavio, Mike Martinez and Mike Shanley spent time and care showing us their turnout gear, oxygen tank and mask, hose and truck. The children each got a turn "driving" the truck, and an opportunity to turn on the water.

The Firefighters talked about what to do in case of a fire, all the safety issues, and did so with great patience and humor. Their "job-pride" was most evident.

We want to thank you, and them, for allowing us to make this important visit each year.It is a great opportunity for us to reinforce safety issues and for the children to meet some of our community "helpers".

Sincerely, Rita Nolan

Mrs. Rita Nolan
Mrs. Judy Chiolo
Kindergarten Teachers

September 6, 2002

Chief Mario H. Trevino
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107-2015

Re: *San Francisco Fire Department*
Neighborhood Emergency Response Team Training

Dear Chief Trevino:

Recently I participated in the San Francisco Fire Department's Neighborhood Emergency Response Team (NERT) Training program in the Financial District. The training program consisted of six weekly training sessions in which firefighters educated the class about how to respond to a disaster. The class was comprised of everyday business people who live and work in the South of Market and Financial District neighborhoods.

The mission of the NERT program is:

> Beginning With Ourselves, We Will Be Prepared and Work as an Individual or Together as Emergency Response Teams to Assist our Families and Neighbors in Time of Disaster and to be Prepared to Make Decisions That DO THE MOST GOOD FOR THE MOST PEOPLE

The goal of the NERT program is to help the citizens of San Francisco to be self-sufficient in a major disaster situation by developing multi-functional teams, cross-trained in basic emergency skills. Through this program, individuals learn hands-on disaster skills that enable them as members of an emergency response team, and/or as leaders directing untrained volunteers during an emergency, to act independently or as an adjunct to City emergency services.

In the wake of the September 11 tragedy, programs such as NERT are invaluable resources to the community. As we saw with September 11 and with the 1989 earthquake, it takes an incredible amount of city and national resources to respond to a disaster. By training the community, the San Francisco Fire Department has taken a proactive approach to managing the next disaster that the City of San Francisco will undoubtedly face.

I strongly encourage you to continue to support the San Francisco Fire Department's NERT Training program. The more citizens that are trained to help during a disaster will result in helping the Fire Department focus on major emergencies while the citizens help one another with smaller emergencies and basic first aid. In addition, I encourage you to recognize the San Francisco Fire Department for their positive and proactive efforts in managing the next disaster.

Lastly, Lieutenant Juanita Hodge, the Program Director for the NERT program should be recognized for her significant contribution to the City of San Francisco and its citizens. Lt. Hodge has clearly worked very hard to create a program that is accessible to a large population of citizens – whether young or old, able-bodied or not. The class content and materials were well organized and presented. The firefighters that taught each class were prepared and on time for each session, and the final training exercise was educational and hands-on. If Lt. Hodge is an indication of the commitment to community, professional demeanor, and preparedness of the San Francisco Fire Department, then I know that we are all in good hands. I strongly encourage you to recognize Lt. Hodge for her efforts.

Please call me if you have any questions regarding the content of this letter: 415-777-3169.

Best Regards,

Nancy M. Watson
Resident of San Francisco
SOMA Neighborhood

SSF | Sail
San
Francisco
One World, One Ocean

November 18, 2002

Dear Lt. Juratovac,

We are indebted to you for being part of the star team that helped to welcome and support the tall ship *Cuauhtémoc*.

As a result of our efforts, over 11,500 persons visited the ship each weekend day! Moreover, approximately 200 kids participated in our educational tours – many of them Mexicans who were thrilled to be "back in their country" with fellow Mexicans. It was magical to watch them step on board and go back in time while they also "returned" to their country.

Our efforts and services were so appreciated by the Naval Attaché and Captain who commented that they had never been so well cared for nor had they received all of their port services gratis in any of the 20 ports they visited.

We felt that our role with *Cuauhtémoc* was, more than ever, a shining example of what Sail San Francisco can do with fabulous supporting people like you! We are confident that we made a difference; our Mexican friends left San Francisco wanting to come back. They also touched many of us personally and opened our minds to new ways of thinking about the world - or maybe just about people from a different country. It is true isn't it that people from other cultures really are more alike than different – most everyone wants the same things, peace on earth, love and kindness. And we showed our new friends just that.

From the bottom of our hearts, we thank you!

Daniela

おかだ まり

Alison Healy
United States

Daniela Rahm
Switzerland

Mari Okada
Japan

2801 Leavenworth Street, 2nd. Floor • San Francisco, CA 94133 Tel: 415 447 9822 Fax: 415 447 7320 • www.sailsanfrancisco.org

University of California
San Francisco
UCSF
School of Medicine

PROLOGUE BLOCK
IDS 101

17 December 2002

Ramon Mahan, EMT-P
San Francisco Fire Department
698 2nd Street
San Francisco, California 94107

Dear Mr. Mahan,

We are writing to thank you for your contribution to IDS 101:Prologue Block of the new curriculum of the School of Medicine. Your performance provided the realism that characterized the Danovic case and made this one of the highlights of the students' introduction to medical school. We received the overall course evaluations and we are pleased to report that the Prologue received a score of 4.2 (scale of 1-5). We are convinced that your effort contributed significantly to this success.

We appreciate the sacrifices made by you and your colleagues that brought this presentation to fruition. Please accept our warmest thanks and best wishes for the holiday season and the New Year.

Sincerely,

Susan Masters, Ph.D.
Director, IDS 101: Prologue

Douglas L. Schmucker, Ph.D.
Director, IDS 101: Prologue

Cc: Alan Gelb, MD, Chief, Emergency Services, Box 1377, SFGH
Mario Trevino, Chief, SF Fire Department, 698 2nd Street, San Francisco, CA 94107

OFFICE OF CHIEF
RECEIVED
DEC 30 2002
SAN FRANCISCO FIRE DEPT

2583-28th Avenue
San Francisco, Ca. 94116
November 18, 2002

Chief Maria H. Trevino
S.F. Fire Department
698 Second Street
San Francisco, Ca. 94107

Dear Sir:

My husband and I want to take this opportunity to express our deep admiration and gratitude for the quick response to a fire at my neighbor's house, 2586-28th Avenue. (Mrs. Ruth Lezar) on the night of November 7, 2002 at the height of the storm.

While patrolling Vicente Street from 26th Avenue to 28th Avenue where power lines were down. Smoke was detected coming out of a roof on 28th Avenue.

My neighbor who was unable to walk was carried by a firefighter across the street to my home. Quick action by firefighter or firefighters probably saved her life as well as her home.

The kindness, understanding and dedication shown by firefighters, both men and women plus paramedics was outstanding. Our thanks to all involved.

You are the very best and we are fortunate to have such a fine fire department.

Sincerely,

Mr. & Mrs. Maurice Clot

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 03-02

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – January 23, 2003 - 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. **ON ROLL CALL,** the following were noted present:

President Stephen A. Nakajo
Commissioner Pat Norman
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

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Vice President Russell S. Roeca was excused for business reasons.

Raymond Balzarini	- Acting Chief of Department
Joseph C. Asaro	- Deputy Chief, Administration
Gary P. Massetani	- Chief of Staff

Assistant Deputy Chiefs – Staff:

Khairul A. Ali	- Division of Management Services
Joanne Hayes-White	- Division of Training
Paul D. Jones	- Division of Support Services (Acting)
Jane Smith	- Division of Emergency Medical Services (Acting)

Chief Officers – Staff:

Lorrie A. Kalos	- Administration
Johnny R. Lo	- Operations

Chief Officers – Firefighting Services:

George W. Maloney	- Division 2
John F. Harrington	- Division 3 (Acting)

2. **APPROVAL OF THE MINUTES**

Regular Meeting of January 9, 2003, and Special Meeting of December 12, 2002.

Commissioner del Portillo moved and Commissioner Conroy seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through N) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Management Services

Submitting monthly reports from Division of Management Services concerning activities performed during October, November and December 2002.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, December 21, 2002, through January 3, 2003.

B. Appointments

Reporting the following PERMANENT appointments effective *AUGUST 4, 2001*:

H2 Firefighter

Jonathan Ashbrook
Lars Aspelin
Michael Barry
John Benson
Geoffrey Clayton
James Cormack
George Debrunner
Thomas Fogle
Jason Harrell
Janice Hoaglin
Michael Hoelsken
Donyale Hoye
Yoon Lee
Manual Lopes
Kenneth Martin
Michael Martinez
Stephen Moran
Janette Neves
Damian Orduna
James Parish
Humberto Pilarte
Janeen Pirosko
Frederick Putt
Robert Ramirez
Huckleberry Ramsey
William Reilly
Marciel Rivera
Patrick Sullivan
Thomas Thornton
Kevin Tom
Joel Voboril
Norman Wong
Elmen Wu
Christopher Yock
Norman Yup
Wayman Duncan

Reporting the following PERMANENT appointments effective *NOVEMBER 27, 2001:*

H2 Firefighter

Stephen Finnegan
Michael Horta
John Kositzin
Lester Lesavoy
Robert Lopez
Kendrick Low
George Lysenko
John Maguire
Gavin McGoldrick
Steve Muller
Mark O'Hara
Gideon Price
Lorge Quant
Chris Ray-Rohan
Claudio Rivieccio
John Rogers
Leonor Saldana
Michael Shanley
Kevin Shea
Emil Cuan
Rick Figari
Robert Kishi

Octavio Leonardo
Daniel Lui
Robert Milici
Christopher Spear
Michael Tin
Bruno Walther
Chuck Watanabe
Martin Beltran
Conrad Benitez
Douglas Calderon
Alan Camarillo
Carla Cirelli
Michael Coleman
Gregory Collaco
Julio Delucchi
Mariano Elias, Jr.
Darrell Stone
Joseph Viglizzo
Steven Williams
Jason Woo
Mark Zhang
Julio Escobar

Reporting the following PERMANENT appointments effective *MARCH 16, 2002*:

H2 Firefighter

Chris Benz
Gregory McFarland
Geary Horikiri
Donna Loeffler (Spirlin)
Adrienne Sims
Rexie Megia
Lori Clethen
Mario Flaviani
Manuel Dacalanio
Joseph Beam
Matthew Egan
Derio Dito
Kristen Conroy
Daniel Dunnigan
Mary Kucel
Bernard Lantin
Edwin Ramos
Raymond Chavez
Ronald Caditan
Alvin Lau
Sean Zamb
Anton Shelton
Brook Baker

Reporting the following PERMANENT appointments effective *MARCH 5, 2002*:

H3 Firefighter/Paramedic

Brent Marks
Daniel Loughran

Reporting the following PERMANENT appointment effective *JANUARY 4, 2003:*

1222 Senior Payroll & Personnel Clerk

Belinda P. Chin

Reporting the following PROBATIONARY appointment effective *JANUARY 6, 2003:*

1224 Principal Payroll & Personnel Clerk

Connie S. Yee (vice: Vasundara Venkatachari, retired)

Return to Former Classification

Reporting that Permanent Exempt H53 EMS Chief Richard C. Shortall has been returned to his permanent position as H40 Battalion Chief, effective January 4, 2003.

Return to Permanent Position

Reporting that Carol Lindgren has been returned from her temporary exempt position as 1452 Executive Secretary II to her permanent position as 1450 Executive Secretary I, effective January 11, 2003.

C. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	Rank	Type	Retirement Date
Cercos, Frank III	H51 Assistant Deputy Chief	Service	Jan. 18, 2003
Boudoures, Robert G.	H50 Assistant Chief	Service	Jan. 08, 2003
Bonnel, Michael W.	H40 Battalion Chief	Service	Jan. 05, 2003
Carey, William G.	H40 Battalion Chief	Service	Jan. 09, 2003
Serafini, William F.	H40 Battalion Chief	Service	Jan. 06, 2003
Wilhelm, Roger J.	H40 Battalion Chief	Service	Jan. 06, 2003
Dito, Austin M.	H30 Captain	Service	Jan. 14, 2003
Rege, David P.	H30 Captain	Service	Jan. 07, 2003
Rockett, Tyrone	H30 Captain	Service	Jan. 21, 2003
Morehen, Ronald H.	H24 Lieutenant, BFI	Service	Jan. 18, 2003
DeMattei, William R.	H20 Lieutenant	Service	Jan. 10, 2003
Douglass, Joseph A.	H20 Lieutenant	Service	Jan. 10, 2003
Elzey, Charles E.	H20 Lieutenant	Service	Jan. 08, 2003
Grimesey, Patrick E.	H20 Lieutenant	Service	Jan. 21, 2003
Kuhn, Thomas F.	H20 Lieutenant	Service	Jan. 07, 2003
Perricone, Edward F.	H20 Lieutenant	Service	Jan. 19, 2003
Sellin, Stephen M.	H20 Lieutenant	Service	Jan. 10, 2003
Flores, Frank J.	H2 Firefighter	Service	Jan. 11, 2003
McCoy, Edward	H2 Firefighter	Service	Jan. 15, 2003
Mifsud, Jerry D.	H2 Firefighter	Service	Jan. 15, 2003
Shinn, John E.	H2 Firefighter	Service	Jan. 19, 2003
Skance, John B.	H2 Firefighter	Service	Jan. 08, 2003
Wynne, Peter R.	H2 Firefighter	Service	Jan. 08, 2003

(Retirement Certificates will be presented at Fire Commission meeting of March 27, 2003)

D. Military Leaves

Submitting for approval applications from two members for Military Leaves of Absence with pay, in order to comply with Military Orders received from their commanding officers:

Name	Rank	Dates	Days	Military Organization	Purpose
Donnelly, Mark CMSGT	H30 Capt.	01-03-03 thru 01-19-03	9	US Air Force Res. Travis AFB, CA	Attend Active Duty Training
Pampanin, Vincent SSgt	H10 C/Aide	01-10-03 thru 01-25-03	10	US Army Res. Moffett Field, CA	Attend Active Duty Training

E. Resignation

Submitting resignation of NCS H43 Section Chief, EMS, Russell A. McCallion, effective close of business January 7, 2003. (Resigned with satisfactory services. Transferred from DPH 07-01-1997.)

F. Separation

Reporting termination of Provisional 7514 General Laborer Brandon Yanez, effective close of business January 15, 2003. (Started work 01-07-02.)

G. Leave of Absence

Submitting request for leave of absence with pay for Assistant Deputy Chief Lorrie Kalos, for three days, February 10 through February 12, 2003, in order to attend the Fire Department Instructor's Conference (FDIC) West Conference and Hands-on-Training Program in Tulsa, Oklahoma. There is no cost to the City. Assistant Deputy Chief Kalos will not be replaced.

H. Leave of Absence

Submitting request for leave of absence with pay for Assistant Deputy Chief Johnny Lo, Battalion Chief Thomas Siragusa, and Battalion Chief Federico Sanchez, for two days, February 9 through February 10, 2003, in order to attend a Safety Officer class in Sacramento, California; and for Captain David Franklin, for two days, March 31 through April 1, 2003, in order to attend a Safety Officer class in Indianapolis, Indiana. The cost for tuition for all four members is $1,125, and is included in the 2002-2003 budget. Transportation and lodging will be paid by all members. None of the members will be replaced.

I. Leave of Absence

Submitting request for leave of absence with pay for Captain Thomas Harvey, Bureau of Fire Prevention, for five days, February 10 through February 14, 2003, in order to attend the 13th Annual Fire Prevention Workshop sponsored by the California Fire Prevention Institute in Monterey, California. Registration cost for the workshop is $235, and is included in the 2002-2003 budget. Captain Harvey will not be replaced.

J. Leave of Absence

Submitting request for leave of absence with pay for Investigator Mary Carder, Bureau of Fire Investigation, for 10 days, January 6 through January 16, 2003, in order to attend a course entitled *Advanced Cause and Origin/Courtroom Techniques* sponsored by the Bureau of Alcohol, Tobacco and Firearms at the Federal Law Enforcement Training Center in Glynco, Florida. Registration fee will be paid by Investigator Carder. She will not be replaced.

K. Leave of Absence

Submitting request for leave of absence with pay for Firefighters Michael Walsh and Jerry Keohane, Bureau of Equipment, for three days, January 20 through January 22, 2003, in order to travel to Ephrata, Pennsylvania, for mid-inspection of an aerial ladder truck at the American LaFrance Aerial Ladder Facility. There is no cost to the City except to replace Firefighters Walsh and Keohane for one day.

L. Leaves of Absence with Pay

Submitting requests for leaves of absence with pay for the time period from October 2002 through February 2003 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
12	H2 Firefighter	147
1	H10 Chief's Aide	8
3	H20 Lieutenant	38
	Total number of Days with Pay	193

Submitting requests for intermittent leaves with pay for the time period from November 2002 through December 2003 for the following:

1	H2 Firefighter	Nov. 04, 2002 – Apr. 24, 2003
1	H2 Firefighter	Dec. 31, 2002 – Dec. 30, 2003
1	H2 Firefighter	Dec. 21, 2002 – Dec. 20, 2003
1	H3 Firefighter/Paramedic	Jan. 05, 2003 – Jun. 01, 2003
1	H20 Lieutenant	Dec. 13, 2002 – Dec. 13, 2003
1	H30 Captain	Dec. 13, 2002 – Dec. 13, 2003

M. Leaves of Absence without Pay

Submitting requests for leaves of absence without pay for the time period from December 2002 through February 2003 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	1426 Senior Clerk Typist	15
2	H2 Firefighter	45
	Total number of Days w/o Pay	60

Submitting requests for personal leaves of absence without pay for the time period from February 15, 2003, through May 15, 2003, for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	H3 Firefighter/Paramedic	52
	Total number of Days w/o Pay	52

N. Communications Received by Commission

The following communications have been received by the Commission from January 2, 2003 through January 16, 2003:

1. From James Corrigan, noting that an Annual Report had been finally produced and requesting a copy of the report. Copy: each Commissioner and Chief of Department.

2. From John Hanley, President, San Francisco Firefighters Local 798, reporting the death of Firefighter Ohler and setting the place and date for the funeral. Copy: each Commissioner and Secretary.

3. From James Page, sending his deepest regrets to Firefighter Ohler's family and co-workers at the fire station on San Bruno Avenue, and noting how much she will be missed and remembered as one of the very best that this city has to offer: Copy: each Commissioner, Chief of Department, Deputy Chief, Operations, and Station 42.

4. From Djajadi Pamudji, thanking the commission for the opportunity to participate in a recent NERT training and commending the patience and professional skills of the instructors. Copy: each Commissioner, Deputy Chief, Administration, and Assistant Deputy Chief, Management Services.

5. From Ron Vidal, requesting a copy of the FY 2001-02 Annual Report. Copy: File.

6. From Al Mozingo, current instructor at the National Fire Academy and nationally recognized Fire Service Training Officer, offering his training services through classes, seminars, workshops and conferences to the San Francisco Fire Department. Copy: each Commissioner, Chief of Staff and Assistant Deputy Chief, Division of Training.

Commissioner del Portillo moved and Commissioner Conroy seconded. There were no questions or discussion and Items A through N on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted seven letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Report

Report from Chief of Department Mario H. Treviño on current issues, activities and events in the Department.

Raymond Balzarini, Deputy Chief, Operations, with deep regret reported the passing of Firefighter Melinda Ohler, a thirteen year veteran from Engine Company 42. Firefighter Ohler's memorial service was held at St. Mary's Cathedral on Thursday, January 16, 2003,with San Francisco Fire Department Chaplain John Green attending. Numerous fire, EMS, police and sheriff agencies from the surrounding area, California, and other states were in attendance. Furthermore, Chief Treviño appreciates the fine work, support, and commitment from the men and women of the San Francisco Fire Department.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Fire Department Resolution 03-01 – Proposed Amendment of Administrative Code *Section 4.11. Use of City-Owned Vehicles*

Submitting for adoption Resolution No. 03-01 amending the San Francisco Administrative Code, *Section 4.11. Use of City-Owned Vehicles* by adding the San Francisco Fire Department to those Departments who are allowed to authorize employees to drive department vehicles to and from their residences.

Commissioner del Portillo moved and Commissioner Conroy seconded. There were no questions or discussion and Resolution No. 03-01 was adopted.

D. Special Presentation – Domestic Low Pressure System and Emergency Auxiliary Water Supply System (Cont'd from Meeting of 01-09-03)

Paul D. Jones, Acting Assistant Deputy Chief, Support Services

Paul Jones, Acting Assistant Deputy Chief, Support Services, provided a historical perspective on the development of the Hetch Hetchy System, including the Peninsula and Alameda Systems. He described the various reservoirs and their capacities. Chief Jones traced the flow of water from the Hetch Hetchy Reservoir in the Sierra Nevada to the fourteen, electrically driven, pump stations in San Francisco. He described the various parts of the low-pressure system, noting that there are 8,000 low-pressure hydrants distributed throughout the city. He added that the low-pressure system is under the jurisdiction of the Water Department.

Chief Jones described the high-pressure system or Auxiliary Water Supply System (AWSS), which permits rapid concentration of powerful streams of water without use of a pumper and contains 1,500 high-pressure hydrants. The system is supplied by gravity, with non-potable fresh water, through the Jones and Ashbury Tanks and augmented by the Twin Peaks Reservoir. The only other similar system in the world exists in Vancouver, British Columbia. Chief Jones added that the AWSS is extended by the fireboats *Phoenix* and *Guardian* and by four five-inch hose tenders which, by using portable fire hydrants, can create an above ground fire hydrant main system.

William Gunn, AWSS Supervisor, responded to questions from Commissioners regarding the maintenance of the system, including the painting and servicing of fire hydrants, filling of cisterns and the continuous maintenance program for the motorized gate valves.

President Nakajo thanked Chief Jones for an excellent presentation that was both technically informative and visually interesting.

Commissioner Conroy commended Chief Jones on the presentation and was pleased to know that work has been done in response to the 1989 Loma Prieta earthquake with the addition of the extra fireboat, the manifolds and the motorized gate valves. Commissioner Conroy was concerned that with the worsening budget situation this vital area of protection for the city could be overlooked for continued funding for maintenance and replacement programs.

Commissioner del Portillo also commended Chief Jones on his excellent presentation. She believes that the better the Commission is informed of the various issues, goals and needs of the Department, the better they can advocate on its behalf. She suggested that Chief Jones repeat the presentation for the Commissioners that were not able to be at this meeting, since the presentation was so informative.

E. Report of Death

Reporting, with regret, the death of H2 Firefighter Melinda J. Ohler. Firefighter Ohler died on January 13, 2003, as a result of injuries sustained during a response to a full box alarm at the San Francisco International Airport.

President Nakajo directed that a letter be sent to Firefighter Ohler's family expressing the Commission's sympathy and that today's meeting be adjourned out of respect to her memory.

F. Public Comment

Heather Piper, Firefighter, Engine 7, pointed out to the Commission that the past few weeks have been emotionally difficult times as the Department grieved the death of Firefighter Ohler. The circumstances of her accident, that is, falling off an open cab engine, have raised interest in safety concerns. Ms. Piper suggested that perhaps Firefighter Ohler's legacy to the Department could be the elimination of open cab rigs from frontline service.

Ms. Piper distributed the NFPA's 1991 updated safety standards for fire apparatus, in which it was strongly recommended but not mandated, that cabs on apparatus be enclosed. She hoped that the Commission and the Department would address this issue, even during difficult budget times, before a tragedy could occur again.

John Darmanin recounted his background at the San Francisco International Airport, and stated that he had appeared on *Good Morning, America* to comment on allegations made by firefighters currently assigned to the Airport. He accused Chief Treviño of allowing the Airport Division to skip FAA-mandated live fire burn training to achieve budget savings of $150,000. These savings, as per a 15-year old MOU, actually revert to the Airport since they reimburse the Department for all fire personnel salaries and associated costs, including training.

Mr. Darmanin stated that he has been in contact with the FAA and OSHA (since 1994) and openly expressed his concerns over safety deficiencies at the Airport. He recently filed another complaint with Cal OSHA. Mr. Darmanin urged the Fire Commission to take a more active role in ensuring that necessary training is not eliminated now or in the future, and to break the apathy that exists in this administration.

Commissioner Conroy noted that there was currently an investigation into the issues which concern Airport training. He believed that it would be irresponsible to respond to public comment prior to the completion of the investigation and full knowledge of the results.

Furthermore, regarding previously mentioned safety issues, Commissioner Conroy was pleased to hear that the Department had taken delivery of three new engines indicating that all frontline engines would have closed cabs. He stated that safety of the members of the Department was always of primary concern, and that he and the other Commissioners will have to be strong advocates for not sacrificing the safety and effectiveness of the Department's members during the current budget crisis.

Commissioner del Portillo wished to thank the individuals who take the time to come to the meetings and address the Commission. Commission rules do not allow for engaging in dialogue but she wished to assure everyone that the Commission does listen and does follow-up.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:10 p.m., out of respect to the memory of Firefighter Mohler.

Tania Bauer
Secretary

FIRE DEPARTMENT
616 Edgemar Avenue • Pacifica, California 94044-2506
Telephone (650) 738-7361 • Fax (650) 355-1369

Management Team
James M. Bonner
Steven D. Brandvold
Michael S. Engler
Robert L. Trapp

Andrew M. Stark
Fire Chief

December 17, 2002

Mario Trevino, Fire Chief
C/o San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107

Dear Chief Trevino,

I am taking time to write this letter because I would like to commend one of the members of the San Francisco Fire Department, Jack Forbes.

Jack has come to our aid on numerous occasions. The first time I met Jack was several years ago at a car fire in a garage that had spread to the upper floor. When we arrived on scene, the two-story building was burning top to bottom and front to back. Jack helped with our hydrant line and then grabbed an attack line and provided exposure protection for the house next door. His help at that time was greatly appreciated since we are a relatively small Department and every person counts.

Since then, he has shown up on several other fires that we have had. An example is a year or so ago we had another two-story dwelling, fully involved, around the corner from Jack. I was not there but other firefighters were talking about how he made an initial attack on the garage before our staff was able to do so.

The last fire, I know of, was a Saturday in November about 1500 hours. He was teaching his daughter to drive when he saw the fire and used a garden hose, along with neighbors, to keep the fire from spreading. When I saw him later, I joked either we're going to have to get him a Pacifica helmet and turnout coat or investigate him for arson, since he seems to show up at many of our fires!

I know you have a large Department and it is hard to know everyone. If you don't know already, you have one of the finest and most dedicated guys I have ever met. Jack is an asset to our trade and someone I am proud to work with (if only from time to time).

Sincerely,

James Doran, Fire Captain

LYNN G. GUEST

December 20, 2002

Chief Mario Trevino
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Dear Chief Trevino:

I am writing to thank the Fire Department and to commend the paramedics of Station #41 who provided excellent emergency medical services to me on November 30, 2002. They responded to my call for help at 645 Bush Street Apt 300. I believe that their names are William Rader and Sig Wallen. Would you please convey my deep appreciation and sincere thanks to them for their professionalism and compassion.

I was having a miscarriage when I called 911, on the advice of a physician at UCSF. The response time of the paramedics seemed incredibly fast, from the time I called to the time I heard them coming up the stairs to my apartment was just a few minutes. I was terrified, bleeding and literally doubled over with pain. The paramedics team really were so professional; they did what they needed to do and reassured me that everything was going to be ok. They waited with me in the ER to make sure the docs got me into a room and made sure that I was seen promptly by medical personnel. I could not have asked for kinder, more professional or more compassionate treatment. Officer Rader even called my boyfriend's cell phone to make sure Mark found me in the ER at UCSF. That really meant a lot to me that day. Please let him know how much I appreciated it.

Although I hope that I never need to call 911 again, I am so very grateful that your people were there when I needed them. I am not kidding when I say Officers Rader and Wallen were like angels to me that horrible day. We are lucky to have them working in San Francisco.

Thank you so much for your assistance with this. I am very grateful for your time so that this highly trained and professional team can be recognized and commended.

Sincerely,

Lynn G. Guest

Lynn G. Guest

645 BUSH STREET #300 • SAN FRANCISCO, CA • 94108-3522
PHONE: 415-983-0247

Via Facsimile

December 12, 2002

Chief Mario Trevino
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Re: Observational Ride-Along, Station 7, Medic 7, November 15, 2002

Chief Trevino,

I just wanted to take a moment to relate the wonderful experience I recently had with members of your organization. While I was pursuing employment as an EMT, I thought it might be interesting to spend some time with an urban fire department to see the variety of medical calls that present themselves on a daily basis. After speaking with Dr. Isaacs, I was put in contact with Lt. Nicole Juratovac who kindly arranged for me to spend some time with the firefighters and medics at station 7 in the Mission.

Throughout my time there, I was treated well by all and made to feel as though I were part of the team. Engine Officer Ramona Williams spent considerable time showing me the apparatus on the Engine and Truck, while my time with Paramedic Tom Banderree and firefighter/EMT Paul Yee was very memorable. In many ways, the first and last calls were sort-of bookends to my Ride-Along. The day began with probably the most medically serious patient while it ended with the most difficult and heartrending: that of a six month-old infant, who, though not ill in any way, required the assistance of Child Protective Services.

After spending twelve or so hours with the members of Station 7 the appeal to be a firefighter/paramedic was not lost on me and I sincerely appreciate the opportunity to do something that not everyone gets to do.

Respectfully,

Perry Langham
815 Diablo Ave., Apt. #6
Novato, CA 94947

TOKYO FIRE DEPARTMENT

1-3-5 OTEMACHI, CHIYODA-KU,
TOKYO 100-8119, JAPAN

TELEPHONE
(03)3212-2111
FAX (INTERNATIONAL)
81-3-3211-0693

Mr. Mario H. Trevino
Chief of Department
San Francisco Fire Department
698 Second Street,
San Francisco, CA 94107-2015
USA

Dear Sir:

Allow me to express my sincere appreciation for the courtesies and assistance you kindly extended to our Fire Lieutenant Kinichiro Yuse and Assistant Fire Sergeant Akio Furui when they visited your Department on November 15.

There is no doubt that the first-hand knowledge on the CIS measures and practices they gained from your organization will serve the useful purpose of further promoting our measures in this field, thus enhancing the safety of our personnel.

Thank you again for all the support given to our two study members, and with my best regards to you and all your staff who made their visit so rewarding.

Sincerely yours.

杉村哲也

SUGIMURA Tetsuya
Fire Chief

Emergency Communications Department
1011 Turk Street, San Francisco, CA 94102
(415) 558-3800 Fax (415) 558-3841

llie L. Brown, Jr.
yor

Thera Bradshaw
Executive Director

APPROVED ______________ YES ☐ NO ☐

TO: **Chief Goodin**
SF Fire Department

ROM: Beth Berland
Communications Supervisor

ATE: September 28h, 2002

SUBJ: Commendation

I would like to bring to your attention exemplary call taking performance by Captain Mike Whooley on September 16th, 2002.

I was doing paperwork in the incident room, located near the Fire Department bridge and could overhear Captain Whooley on a 911 call. He was feverishly trying to assist a female, whose husband had apparently stopped breathing or was unconscious.

Captain Whooley was trying to assist her in doing CPR, and I could tell that she was hysterical. Captain Whooley spoke to her in an extremely patient voice. He was relentless in his quest to help her. He continued to stay on the line with her, continually talking to her in a very calm voice, continually trying to assist her in the steps necessary to save her husbands life.

I was very impressed by his handling of this call, how long he stayed on the line with her and how he managed to talk to her in such a patient, empathetic fashion, at the same time being successful in calming her and saving a life.

Performance such as this should be recognized. I hope that when the ~~Police~~ Fire Calltaking is taken over from the Fire Department, that I will someday attain the professionalism and knowledge displayed by Captain Mike Whooley.

OFFICE OF THE DEPUTY CHIEF
RECEIVED
SEP 30 2002
SAN FRANCISCO FIRE DEPT.

SEP 30 2002
BY:

Cc: Chief Trevino
Cc: Fire Commission

Skyline Coach Inc.
2550 15th Avenue, San Francisco, California 94127
TEL: 415-566-8910
FAX: 415-566-8911

December 28, 2002

Lt. Fernando Juarez
San Francisco Fire Department
Community Affairs
698 Second Street
San Francisco, CA 94107

Dear Lieutenant Juarez:

Thank you very much for your help and preparations upon the visit of the students from Japan on December 10, 2002. Everything went very smoothly and the students all greatly enjoyed the visit.

As a token of our appreciation, I have enclosed a donation to the San Francisco Fire Department for use of Community Affairs.

Thank you again, and hope you have a wonderful new year.

Sincerely,

Otohiro Suzuki

Otohiro Suzuki
President
Skyline Coach, Inc.

Redding Elementary School, SFUSD
1421 Pine Street, San Francisco, California 94109
(415) 749-3525 (phone) (415) 749-3527 (fax)

Jan. 2, 2003

President of the Board
SF Fire Commission
698 Second Street
San Francisco, CA 94103

Dear President of the Board,

Please know that the boys and girls at Redding School send their sincere expressions of thanks to you for SANTA'S visit in December. This was such a wonderful opportunity for them to meet SANTA in person, take a picture with him, and receive the lovely gifts as well. Needless to say, the children were so thrilled with this special event. They will most certainly cherish this memory in the years ahead.

Thank you so much for accommodating Redding School with SANTA visits each year. We look forward to his return next year. Enclosed is our school's newsletter which featured this activity for your information. Please do thank all the firemen who participated in this program.

HAPPY HOLIDAYS!

Sincerely,

Darleen D.Y. Lau

Darleen D.Y. Lau, Principal

SANTA CLAUS IS COMING TO SCHOOL

BY TRICIA MANALO AND ROBERTO RAMIREZ, ROOM 16

On Wednesday, our teacher got a call in the computer lab saying that Santa was here! He wanted us to come down, so we went down to the yard. We saw a big van from the fire department. It was behind a fire truck. We waited in line and then we went into the truck. In the van, we saw three fire fighters.

We sat on Santa's lap and they took a picture of us with Santa. There were three fighters in the truck. The elf gave us presents. That was nice of the firefighters to bring Santa and the gifts.

We got presents like toys and books and toothbrushes. That was fun!

This is the van that brings Santa to our school.

Xavier in Room 5 sits on Santa's lap.

Victoria in Room 23 also poses for a picture with Santa.

Here are the firefighters that brought Santa. The girl elf is Christina, Mrs. Nail's niece!

CELEBRATING CHRISTMAS

BY JOANNA NGUYEN, ROOM 9

In my family, we celebrate Christmas on Christmas Eve. Every Christmas, my parents and I go to my cousin's house and we eat a lot of food and we sing Christmas carols. We also have my birthday cake on Christmas, too, because I celebrate my birthday on Christmas.

When it is just about 11:59 p.m., we start a count down and then when it strikes midnight, everyone just runs to the tree and the grown-ups try to stop us. They say, "Calm down" and things like that. Then they would take the presents out slowly and gives it to whoever's name is on it.

Every Christmas, I have a wonderful time with my family!

CELEBRATING EID

BY SARA SHAH, ROOM 19

I celebrate Eid in my family, and when it is Eid we put on henna and bangles and new clothes. We always invite our relatives to our house, or we go to their houses. When they come they always have gifts and food in their hands! Once when I was small, I ate all of the chips and my parents didn't scream or hit me because they were so startled.

The grownups always sit around and tell weird stories about how the parents met and about their adventures in school which are boring!!!! After telling stories the adults watch movies and sing songs while the kids have all the fun jumping and bouncing balls on the bed. The kids played games like hide and go seek and Tag. After all that everyone left and thats how we celebrate Eid.

03

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Meeting, Thursday, February 13, 2003 – 3:30 p.m.

698 Second Street, Room 221, San Francisco, CA 94107

Item
No.

DOCUMENTS DEPT.
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1. ROLL CALL

President	Stephen A. Nakajo
Commissioner	Pat Norman
Commissioner	Carlota del Portillo
Commissioner	Paul Conroy

Commissioner Russell S. Roeca was excused for business reasons.

2. PUBLIC COMMENT

There was no public comment.

3. COMMISSION DELIBERATIONS ON SUSPENSION APPEAL (Continued from Meeting of December 12, 2002)

In accord with Section 4001 of the Rules and Regulations, reporting that H3 *Firefighter/Paramedic Dominic Ottoboni*, Medic 1, has appealed his two-day suspension for September 26 and 27, 2002. He was suspended for violation of:

General Order 00 A-56 Security of Equipment

A. Commission Deliberations

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so:

2.1. Public Comment on Closed Session for Commission Deliberations under Government Code 54957

There was no public comment on the Closed Session.

2.2. Vote on whether to hold Closed Session

Commissioner Conroy moved to hold Commission deliberations in closed session. Commission del Portillo seconded. The motion was unanimously approved.

The Commission went into closed session at 3:30 p.m.

2.3. Reconvene in Open Session

The Commission reconvened in open session at 4:15 p.m.

a. **Vote whether to report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).**

   Commissioner del Portillo moved and Commissioner Norman seconded to report on action taken in closed session. The motion was unanimously approved.

   Commissioner Conroy reported that the Commission had deliberated and unanimously decided that the suspension appeal should be denied based on the following reasons:

   Firefighter/Paramedic Ottoboni chose not to appear at his Administrative Hearing even though he had been given proper notice of the Administrative Hearing, and of the fact that the Department would make a decision on the intent to suspend him if he failed to appear, and he did fail to appear.

   Furthermore, the basis of the Commission's decision is the fact that both Firefighter/Paramedic Ottoboni and Stangland had possession of the lost radio at various points in their shift before the time that the radio went missing. Both individuals have a responsibility to secure the personal equipment that is associated with their duties and with the medic unit that they are manning during their shift. Since the radio was unaccounted for after it had been in their possession, they are both responsible for its loss.

b. **Vote whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.12(a).**

   Commissioner Conroy moved not to disclose any discussions held during the closed session and Commissioner Norman seconded. The motion was unanimously approved.

4. ADJOURNMENT

There being no further business before the Commission, the special meeting was adjourned at 4:20 p.m.

Tania Bauer
Secretary

FIRE COMMISSION

City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 03-04

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – February 13, 2003 - 6:00 p.m.
698 Second Street, Room 102

Item
No.

DOCUMENTS DEPT.
FEB 24 2003
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1. **ON ROLL CALL,** the following were noted present:

President Stephen A. Nakajo
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

Vice President Russell S. Roeca and Commissioner Pat Norman were excused for business reasons.

Mario H. Treviño - Chief of Department
Raymond Balzarini - Deputy Chief, Operations
Joseph C. Asaro - Deputy Chief, Administration
Gary P. Massetani - Chief of Staff

Assistant Deputy Chiefs – Staff:

Khairul A. Ali - Division of Management Services
Joanne Hayes-White - Division of Training
Paul D. Jones - Division of Support Services (Acting)
Elmer R. Carr - Division of Fire Prevention & Investigation (Acting)
Jane Smith - Division of Emergency Medical Services (Acting)

Chief Officers – Staff:

Marshal Isaacs, M.D. - Emergency Medical Services

Chief Officers – Firefighting Services:

George W. Maloney - Division 2
Richard D. Bracco - Division 3

2. **APPROVAL OF THE MINUTES**

Regular Meeting of January 23, 2003.

Commissioner Conroy moved and Commissioner del Portillo seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through H) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during January 2003.

Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during December 2002.

Physician's Reports

Submitting biweekly reports of Fire Department Physician concerning disability injuries, January 4 through January 17, 2003, and January 18 through January 31, 2003.

B. Appointments

Reporting the following PERMANENT appointment effective *JANUARY 22, 2003:*

1241 Personnel Analyst

Maryann Poon

Reporting the following PERMANENT EXEMPT appointment effective *JANUARY 21, 2003*:

1450 Executive Secretary I

Laurie A. Martinez (vice: Carol Lindgren, on leave)

Reporting the following PROBATIONARY appointment effective *February 3, 2003*:

1220 Payroll Clerk

Yue Yu (vice: Patricia Lu, released)

C. Suspension

Reporting suspension of the following:

No. of Members	*Rank*	*Unit*	*Days*	*Dates*	*Violation of*
1	6281 FSI-II	BFP	1	11-26-02	Sec. 3926 (Tardiness & Failure to Report)

D. Resignation

Submitting resignation of Provisional 1820 Junior Administrative Analyst Shelly E. Thomas, effective close of business February 7, 2003. (Resigned with satisfactory services. Started work 01-07-02.)

E. Separation

Reporting separation of the following:

Probationary H3 Firefighter/Paramedic Shannon M. Oswald, effective close of business February 5, 2003. (Released from appointment. Started work 10-03-02.)

Temporary Exempt 1220 Payroll Clerk Patricia Lu, effective close of business January 31, 2003. (Released from appointment. Started work 11-12-02.)

F. Leave of Absence

Submitting request for leave of absence with pay for Firefighters Michael Walsh and Jerry Keohane, Bureau of Equipment, for three days, January 27 through January 29, 2003, in order to travel to Shawano, Wisconsin, for mid-inspection of two pumpers at the American LaFrance/3D Facility. There is no cost to the City except to replace Firefighters Walsh and Keohane for one day.

G. Leave of Absence

Submitting request for leave of absence with pay for Acting Human Resources Director Jesusa Bushong, for one day, February 4, 2003, in order to attend a training seminar in San Francisco. Funding for this seminar is included in the 2002-2003 budget. Ms. Bushong will not be replaced.

H. Communications Received by Commission

The following communications have been received by the Commission from January 17, 2003 through February 6, 2003:

1. From current Airport Fire Department personnel (with signatures), addressing the Airport Commission, and strongly disagreeing with allegations presented on ABC's "Good Morning, America" and "KGO 7 News". Copy: each Commissioner and Chief of Department.

2. From Erica Byrne, asking the Commission if they are aware of the excessive use of sirens and horns by "fire trucks" (includes Engines and Ambulances). Copy: each Commissioner and Deputy Chief, Operations.

3. From Maureen DeBoer, inviting Commissioners to panel discussion on *The Future of Women in Politics,* with a reception following. Copy: each Commissioner.

Commissioner Conroy moved and Commissioner del Portillo seconded. There were no questions or discussion and Items A through H on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted seven letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department Mario H. Treviño on monthly status of department personnel, equipment and apparatus for January 2003.

Mario Treviño, Chief of Department, thanked the Commission for their support in the difficult process of Firefighter Ohler's death. He congratulated the Department for the outstanding recognition of the passing of one of its heroes.

Chief Treviño noted that the Department was preparing for an imminent upgrade of the national threat level – Homeland Security threat level to condition Red – and gathering a list of activities that the Department will be implementing once the change is announced.

Chief Treviño wished to publicly acknowledge those involved in the preparation and response to New Year's Eve, starting with Deputy Chief Balzarini, Chief Navarro, and Captain McCaffrey of Special Operations for the planning process and Assistant Chief Boudoures and Battalion Chief Siragusa and all others who responded to the numerous incidents, both in EMS and Suppression, that night.

Furthermore, Chief Treviño wished to clarify the recent events surrounding the 108th recruit class. He stated that it had been made clear to that class that the Department had not achieved the expected level of attrition - planned for 121 and experienced only 35. He had given advance warning to the class that the Department was in a difficult financial situation and that they could not graduate on time. Fortunately, working with the Mayor's Budget Office, the Department was able to find alternative means, namely, money earmarked for computer software and hardware. The class will now be graduating, as planned on Friday, February 21, 2003.

Chief Treviño announced that the Department would be undergoing the final phase of the Rapid Paramedic Response System (RPRS) expansion to 26 ALS engines. He pointed out that not only will response time improve for paramedics but it will also provide the best means for finishing engine training for firefighters who have not had the opportunity and will include a component for ladder truck training.

In addition, Chief Treviño stated that the proposed FY 2003-04 budget has been submitted to the Mayor's Office. He warned that the submittal did not include the $16 million in proposed cuts from the Mayor's Office. The Administration is in the process of prioritizing any cuts that could be made within the Department and will submit a list totaling $16 million. The list will be submitted to the Fire Commission at the February 27, 2003, regular meeting. The Department has also received notification from the Board of Supervisors that it must follow the Budget analyst's recommendations from last year's departmental audit. This includes the changeover of some positions and various other reorganization mandates. The Board is holding the Department accountable to finalize these before the next budget cycle begins.

In closing, Chief Treviño wished to describe the Greater Alarms that occurred between January 6th through today. The first one was on (1) Wednesday, January 5, at 16:00 hours, a second alarm at 1215 Taraval Street and 22nd Avenue; (2) Friday, January 17, at 00:57 hours, a third alarm fire at 215 Valencia Street; (3) Friday, January 17, at 21:21 hours, a second alarm at 145 Belvedere; and (4) Saturday, February 8, at 08:31 hours, a second alarm at 1105 Bush Street. Complete descriptions of these alarms are enclosed in the Commission docket.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. **Report on Greater Alarms and Significant Incidents** (Cont'd from Meeting of 01-09-03)

Raymond Balzarini, Deputy Chief, Operations

The Secretary stated that the report was given by Chief Treviño in the previous item.

D. **Report from Emergency Medical Services** (Cont'd from Meeting of 01-09-03)

Marshal Isaacs, M.D., SFFD Medical Director, and EMS staff

Marshal Isaacs, M.D., SFFD Medical Director, noted the departure of two advocates for the continued improvement in EMS services, namely EMS Chief Richard Shortall and EMS Operations Chief Russ McCallion, and introduced Jane Smith, Acting EMS Chief, and Ehrhardt Groothoff, Acting EMS Operations Chief. Chief Smith has been actively involved in EMS for the past 18 years, serving as field paramedic and paramedic captain for 11 years and then as EMS Academy Chief. She holds a Masters Degree from San Francisco State University and is recognized as a national expert in the field of paramedic education and training. Chief Groothoff is a 22-year veteran of EMS, served as Chief Paramedic before the merger and has served as a field paramedic captain. He holds a Masters Degree and counsels at-risk and high-risk teenagers and their families.

Chief Smith proceeded to describe the expansion of the RPRS and ALS (Advanced Life Support) service to the downtown area. She stated that currently 42% of all medical calls occur in the downtown area and two thirds of those are potentially Code 3 Advanced Life Support calls as determined by the ECD (Emergency Communications Department) according to established medical call triage protocols. Since the call volume is so high in the downtown area, having ALS engines available to take Code 3 calls would decrease the call volume for the paramedics on ambulances. By continuing to expand this service, the Department improves service to the residents and visitors of San Francisco and cross-trains paramedics as firefighters.

Doctor Isaacs wished to briefly comment on the New Year's Eve activities acknowledging the detailed and well-conceived planning of Special Operations Chief Navarro and Assistant Chief Boudoures, particularly Captain McCaffrey who planned the particular needs of the Embarcadero venue. He also wished to acknowledge the hard work and dedication of the many members of the Department who worked on New Years Eve to make the celebration as safe as possible. He wished to recognize Division Chief Bob Boudoures, Battalion Chief Tom Siragusa, Rescue Captains Cavanaugh and Howes, Deputy Chief of Operations Ray Balzarini, and the staffs of the engine companies and ambulances 26 and 40 who were the key to running this successful event.

In closing, Dr. Isaacs wished to commend all those who expertly cared for Firefighter Mindy Ohler and supported her and her family, from the firefighters and officers of the Emergency Communications Department, who directed additional units to the scene of the accident while maintaining an appropriate response to the full box at SFO, to the firefighters, EMTs and paramedics who so expertly and rapidly cared for Mindy in the field, and to the many doctors, nurses and staff from San Francisco General Hospital who diligently attempted to save Mindy's life. He pointed out that while these efforts could not save Mindy, it was because of the exemplary efforts of these staffs that Mindy was able to make a gift of life to five people, who were critically ill at the time of Mindy's passing, and are alive and recuperating today. This is a tribute, not only to Mindy Ohler, but also to the members of the

Department who supported her and her family directly or indirectly during this difficult time. Dr. Isaacs presented the Chief of Department and the Commission with this Certificate of Appreciation from the United States Surgeon General Dr. David Satcher. It was Dr. Isaacs understanding that the Ohler family has received one of these personally, and both Chief Treviño and Dr. Isaacs received these certificates for the Department. Dr. Isaacs wished to present his to the Commission to pass to the members of 42 Engine.

Discussion ensued with Commissioners asking questions about the impact of the expansion of RPMS on Code 3 emergencies and the effect on stations without ALS engines and with Chief Groothoff, Dr. Isaacs and Chief Smith responding.

E. San Francisco Fire Code Amendments

Submitted for approval amendments to Section 106 of the San Francisco Fire Code to increase fees for Fire Department services and become operative on July 1, 2003.

Commissioner del Portillo moved and Commissioner Conroy seconded. There were no questions or discussion and the increased fees for services were approved on recommendation of Chief of Department.

F. Proposed Settlement of Lawsuit - City Attorney

Communication received from Jennifer Choi, Deputy City Attorney, dated January 29, 2003, submitting for the Fire Commission's approval a Board of Supervisors Ordinance authorizing settlement of the following claim:

> *Paul T. Hare, v. City and County of San Francisco, Superior Court No. 403-930, in the amount of $125,000, arising from personal injuries incurred on January 28, 2001, during an accident between Fire Department apparatus (Medic 36) and a motorcycle driven by Paul T. Hare.*

Commissioner del Portillo moved and Commissioner Conroy seconded. There were no questions or discussion and the Ordinance authorizing settlement of above claim was approved on the opinion of City Attorney's Office and recommendation of Chief of Department.

G. FY 2003-04 Budget

Submitted for review and discussion preliminary budget estimates for FY 2003-04.

Christine Ragan, Chief Financial Officer, informed the Commission that the material submitted for their review was only the non-salary adjustments to the proposed budget for FY 2003-04. The few items that are not included in non-salary are Workers Comp, with an increase in costs of $2 million, and maintenance for the AWSS. Additionally, maintenance of facilities and fire stations is submitted in a separate request to the Capital Improvements Advisory Committee. She noted that any changes in the planned reorganization of the Department are not reflected in the salary portion of the budget submittal but will be included and detailed in the February 27th submittal to the Commission.

Ms. Ragan stated the Mayor's Office had provided instructions on January 30, 2003, which directed the Department to absorb $16 million in reductions after an analysis had been performed on the impact of the State budget cuts to the City. She declared that 88% of the Department's budget is in salaries and only 12%, or $27 million, is in non-salary expenditures. The Administration has reviewed numerous items and will be presenting, at the February 27th Commission meeting, a separate prioritized list of what the $16 million reduction could entail.

The Commission accepted the proposed FY 2003-04 Budget report, as presented by Ms. Ragan. Discussion ensued with Commissioners asking question on how it will be possible to absorb such reductions without impacting people and services and with Ms. Ragan responding.

H. Public Comment

John Hanley, President, San Francisco Firefighters Local 798, stated that he has come before the Commission to comment on the budget and its impact on the firefighters and paramedics of San Francisco. Mr. Hanley's concern is that during one of the worst financial crisis' for San Francisco there be no reductions in the Department's staffing whether its chiefs, engines, trucks, squads, ambulances or in Bureau of Equipment. He declared that any staffing reductions in the previously mentioned job categories may potentially cost San Franciscans their lives and their property.

Mr. Hanley stated that the rank and file is concerned about the inordinate amount of staff at Headquarters, in the EMS Division and at Treasure Island and why there has been so much growth in these mid-level jobs. He believed that the Department could survive without three Special Operations captains, the Presidio, a Paramedic Training Academy and without Paramedics on engines and trucks.

Frank Kelly, Secretary, San Francisco Firefighters Local 798, wished to point out to the Commission a number of legal cases related to the merging of EMS and Fire Suppression. Mr. Kelly stated that normally in fire suppression a 24-hour or 48-hour workweek is worked under the 80-2- law, 207(k) exemption of the FSLA. The paramedics that transferred from the Department of Public Health sued and the judge ordered the city to pay them eight hours overtime for every hour they worked over 40 hours a week. He noted that there were numerous lawsuits progressing through the courts on paramedic issues.

Mr. Kelly stated that of the 28 Rescue Captains only 20 work a 24-hour shift and only one, he believed, was a fully cross-trained firefighter. He warned that prior to committing to a full expansion, the Department should ensure that it was compliant with FSLA laws, 207(k) and 203(y). He believed that it was imperative that firefighters and paramedics be fully trained before proceeding further.

Thomas O'Connor, Treasurer, San Francisco Firefighters Local 798, stated that he was disturbed by the EMS report and the placement of ALS units into Aaron Peskin's and Chris Daly's districts. He believed that deployment of units should be based on Code 3 runs, which seemed to be the whole intention of the merger. Furthermore, the ALS deployment is not being measured on Code 3 runs or ALS patients but on a potentiality of Code 3 runs. Mr. O'Connor recited some percentages and came to the conclusion that there would be four ALS patients downtown, whose lives are not worth any less than someone's in an outer neighborhood, however, these four people downtown, where the expansion is to take place with ALS engines, still have the fastest response time for ambulance.

Mr. O'Connor believes that the outlying neighborhoods – the Bayview, Hunters Point, and even the Marina – have the longest response times for an ambulance and these are the neighborhoods where ALS engines are needed most. Local 798 is not against expanding RPRS and putting more paramedics on engines but it should be expanded to areas of the city where they are needed. He is against flooding the downtown area with paramedics, whose services are highly valued, when their services can be better utilized in other neighborhoods.

Michael Cochrane, Firefighter, spoke against the expansion of the Rapid Paramedic Response System to downtown engine companies.

Mark Hayes, Firefighter, spoke against the expansion of the Rapid Paramedic Response System to downtown engine companies.

Mark Sikora, Firefighter, spoke against the expansion of the Rapid Paramedic Response System to downtown engine companies.

Victor Wyrsch, Lieutenant, spoke against the expansion of the Rapid Paramedic Response System to downtown engine companies.

Matthew Scola, Firefighter, spoke against the expansion of the Rapid Paramedic Response System to downtown engine companies.

James O'Connell, Firefighter, spoke against the expansion of the Rapid Paramedic Response System to downtown engine companies.

Kevin Salas, Firefighter, spoke against the expansion of the Rapid Paramedic Response System to downtown engine companies.

Patrick Shea, Firefighter, spoke against the expansion of the Rapid Paramedic Response System to downtown engine companies.

Colin MacKenzie, Firefighter, spoke against the expansion of the Rapid Paramedic Response System to downtown engine companies.

Chad Ertola, Firefighter, spoke against the expansion of the Rapid Paramedic Response System to downtown engine companies.

Chris Salas, Firefighter, spoke against the expansion of the Rapid Paramedic Response System to downtown engine companies.

Commissioner Conroy thanked the members for coming to this meeting and sharing their views with the Commission. He stated that he takes the concerns of all members seriously as well as the ultimate goal of the Department, which is to provide the best service to the people of San Francisco. Commissioner Conroy also invited members to submit their comment in writing to the Commission.

Commissioner del Portillo added that their comments, when submitted, would be distributed to the full Commission. And to feel free to state what was not said due to time constraints.

President Nakajo thanked all the members who came to speak before the Commission. It is the responsibility of the Commission to hear concerns of the members and of the Department. He added that as President of the Commission, he must adhere to the three-minute rule for the general public and the five-minute rule for the representatives of the employee organizations. President Nakajo noted that the members of the Commission did wish to have the members fully express themselves, sometimes beyond the time limit, but the important aspect was that the members were able to share their feelings, their comments, and their suggestions.

In closing, President Nakajo stated that the Commission takes the members comments seriously and appreciates their attendance at this meeting.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:25 p.m.

Tania Bauer
Secretary

POLICE DEPARTMENT
CITY AND COUNTY OF SAN FRANCISCO
THOMAS J. CAHILL HALL OF JUSTICE
850 BRYANT STREET
SAN FRANCISCO, CALIFORNIA 94103-4603

PRENTICE E. SANDERS
CHIEF OF POLICE

January 7, 2003

Chief Mario Trevino
San Francisco Fire Department
698 – 2nd Street
San Francisco, CA 94107

Mario
Dear ~~Chief~~ Trevino:

I would like to take this opportunity to thank you and the members of your department for your efforts this past New Year's Eve. The Fire/EMS personnel assigned to the various celebration venues contributed their skills and expertise in providing support to the overall operation. It is gratifying to know that the Police Department can depend on the dedicated personnel of the SFFD/EMS.

Please extend my appreciation to all of your members who worked on New Year's Eve. We look forward to working with you for the planned celebrations next December 31st.

Sincerely,

Prentice E. Sanders
Chief of Police

cc: EMS Section Chief Bob Navarro
Captain Jim McCaffrey
Captain Karl Hillyard

January 7, 2003

Chief Mario Trevino
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107

Dear Chief Trevino,

I would like to thank you and everyone else involved for your understanding and response to my letter of October 14, 2002, concerning parking of the ambulance assigned to the firehouse on Post Street.

Please let the men at the firehouse know that I really do appreciate their understanding and extra effort to accommodate my request.

Sincerely,

Stephen Berkey

Stephen Berkey, Owner
Divas
1081 Post Street
San Francisco, CA 94109

January 3, 2003

San Francisco Fire Department
698 Second Street
San Francisco, ca. 94107

Dear Chief Trevino,

My congratulations to you for having such fine firefighters from the Stanyan Street Fire Station, Truck 12. At 2:00 AM on New Years Day, I was very upset, I woke up to a flood in my apartment. Water was everywhere, flooding from the ceiling, light fixtures, closet, kitchen, etc. The firefighters came out, took control of the situation, shut off the water valve from the above apartment where the water heater broke. They were professional, kind and helpful.

They were a heartening example to me, my husbund and the rest of the tennents.

Our blessings go with you and the wonderful firefighers from San Francisco as you face your many challenges.

My hat is off to Anna in the records department, for also being so kind and professional when people are already upset over their situation.

Keep up the good work, we are proud of you.

Sincerely,

Linda Winters-Williams
Reedy Williams

SFUSD

Thomas Starr King Elementary School
1215 Carolina Street
San Francisco, CA 94107
(415) 695-5795 Fax 695-5338

January 16, 2003

Chief Mario Trevino
SFFD Headquarters
698 2nd Street
San Francisco, CA 94107

Dear Sir:

Please give our special thanks to firefighters from Station 28, Steve Harper, Keith Wong and Nick Russo for continuing to be good friends to students at Starr King Elementary School. The toys were wonderful and certainly evidence of their love for children. Santa, an added treat thrilled the students as usual.

We appreciate their kindness and the many years of visiting our school during the Christmas season. They are the greatest!

We would like to also thank you for allowing them to take time from their busy schedules to bring joy to a wonderful group of kids.

Sincerely,

Jonetta Leek

Jonetta Leek
Principal

Chief Mario Trevino
San Francisco Fire Department
698 Second Street
SF, CA 94107

Dear Chief Trevino,

On behalf of my sister Susan, her husband Gary and our family I want to thank and recognize the 911 operators, crew of Fire Station 16 and EMS Techs that responded last night to our call for emergency help at 7:15pm. By your team doing their job, they saved a life.

My brother in-law, Gary Go suffered a severe heart attack in his home last night. Within a few minutes of calling 911, the response team from Fire Station 16 were quickly on the scene. The 911 operator stayed on line until they arrived attempting to calm my frantic sister down and talk her through it. Another member of our family started CPR to revive Gary before they came and was told by the team that his getting him breathing again in those few minutes kept him alive. They took over jumped into action and administered medical aid. The EMS Techs followed close behind. When Gary's condition was stabilized he was transported by ambulance to Kaiser's Emergency Room.

The doctors were able to perform their battery of cardio tests to identify and confirm the extent of the damage and provided emergency procedures to clear his extensively clogged arteries. They gave him a 50-50 chance of survival through the evening. Gary is now in recovery in the ICU and we will be visiting him today. Close monitoring and further treatment will be required for a speedy recovery.

I dropped by Fire Station 16 this morning to personally thank the response team and gave them an update and status of Gary's condition. Hopefully he will soon be able to meet the men and women of Fire Station 16 and thank them himself. In these life and death situations the importance of time to response, accurate diagnosis of the symptoms and rendering immediate treatment were the factors that made the difference. The cardiologist said that if he was delayed by another hour, it would have been too late.

Appreciatively,

Ray Ju
510.710.7506

cc: B. Wong, PIO

John Ohler
1758 Harrison Blvd
Valparaiso, IN 46385

GARY IN
PM
24 JAN
2003

Dear Chief Iavino

The entire Ohler family wishes to thank you, your officers, your entire department personnel and particularly Capt. Kevin Gonzalves for the many kindnesses & the support which was accorded us with great patience & caring. Father John Greene was also a great source of comfort and caring support. We are so very grateful.

Thank you, thank you.

Marilyn + John Ohler

AALA
ASSOCIATED
ADMINISTRATORS
OF LOS ANGELES

Dan M. Isaacs
Administrator

1910 Sunset Blvd., Suite 510
Los Angeles, CA 90026
(213) 484-2226
FAX (213) 484-0201

Los Angeles Unified
School District

To whom it may concern, 1/6/03

On December 28, 2002 I was taken to the emergency hospital by Medic 1 Team of Darren Brennan and Brandon Tom. Both of these gentlemen were competent, caring and sincere. They served me well and represented the S.F. Fire Dept. in outstanding fashion.

Please commend them for their attitude and work ethic

Sincerely Dan Isaacs

FIRE COMMISSION

City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 03-05

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – February 27, 2003 - 6:00 p.m.
698 Second Street, Room 102

Item
No.

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MAR 10 2003
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PUBLIC LIBRARY

1. **ON ROLL CALL,** the following were noted present:

President Stephen A. Nakajo
Commissioner Pat Norman
Commissioner Paul A. Conroy

Vice President Russell S. Roeca and Commissioner Carlota del Portillo were excused for business reasons.

Raymond Balzarini - Acting Chief of Department
Joseph C. Asaro - Deputy Chief, Administration
Gary P. Massetani - Chief of Staff

Assistant Deputy Chiefs – Staff:

Bernie F. Lee - Division of Airports
Joanne Hayes-White - Division of Training
Elmer Carr - Division of Fire Prevention & Investigation (Acting)
Jane Smith - Division of Emergency Medical Services (Acting)

Chief Officers – Staff:

Lorrie A. Kalos - Administration

Chief Officers – Firefighting Services:

John S. Peoples - Division 2
Arthur W. Kenney - Division 3

2. APPROVAL OF THE MINUTES

Regular Meeting of February 13, 2003, and Special Meeting of February 13, 2003.

Commissioner Norman moved and Commissioner Conroy seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through H) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Management Services

Submitting monthly report from Division of Management Services concerning activities performed during January 2003.

B. Appointments

Reporting the following PERMANENT appointments effective *February 28, 2001:*

H3 Firefighter/Paramedic

Jonathan Baxter
Mark Gradney
Stuart Sprung
Leon White

Reporting the following PERMANENT appointments effective *November 8, 2001:*

H3 Firefighter/Paramedic

Kevin Chocker
Michael Day
James Green
Karl Jurgenson
Tom Leeper
Andrew Logan
Joel Newton
Eric Nylander
Chris Olsen
Norman Rooker
Alvin Selva
Nathan Shapiro
Michael Song
Dirk Van Wart

Reporting the following PERMANENT appointments effective *APRIL 23, 2002*:

H3 Firefighter/Paramedic

Darren Jenner
Andrew Zanoff
Eric Storey
Andrew Thomas

Reporting the following PERMANENT appointments effective *JULY 9, 2002*:

H3 Firefighter/Paramedic

Patrick D'Arcy
Matthew Reimer
Matthew Barnes

Reporting the following PERMANENT appointments effective *JULY 27, 2002*:

H2 Firefighter

Thomas Bollinger
Gregory Browne
Thomas Busby
Christopher Candia
Rasmi Chan
Vincent Davis
Theresa Fogarty
Dominic Fuentes
Joseph Giacomini
Tanya Hicks
Brian Jesson
Troy Joliff
Hendryck Lasak
Rock Plichcik
Eigil Qwist
Dawn Rosales-Lopez
Bruce Samson
Raul Sandoval
Myron Scott
Dominic Shanley
Mami Suzuki
Antonio Vernon

Reporting the following PERMANENT EXEMPT appointment effective *FEBRUARY 10, 2003:*

H39 Captain, Division of Training

Rene H. Revel (vice: Annual Salary Ordinance Authorized Position)

Reporting the following PERMANENT EXEMPT appointment effective *JANUARY 16, 2003*:

H39 Captain, Training (Airport)

Joseph M. Wilson (vice: Wilson's H30 position)

Reporting the following PROBATIONARY appointments effective *FEBRUARY 15, 2003:*

H3 Firefighter/Paramedic

Name	Vice
Rita L. Kearns	New Hire/Hiring Plan
Annette Hobrucker-Pfeifer	New Hire/Hiring Plan
Tracy M. Cavaretta	Robert Fleeup, released
Chase H. Wilson	New Hire/Hiring Plan
Tom Brandon	New Hire/Hiring Plan
Tina M. McGowan	New Hire/Hiring Plan

Reporting the following PROBATIONARY appointment effective *JANUARY 27, 2003:*

1450 Executive Secretary I

Senaite Shifferaw (vice: Bernice Bongalon, on leave)

Reporting the following TEMPORARY EXEMPT appointment effective *FEBRUARY 6, 2003*:

1450 Executive Secretary I

Laurie A. Martinez (vice: Senaite Shifferaw, on leave)

C. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	Rank	Type	Retirement Date
Barbano, Mark J.	H50 Assistant Chief	Service	Jan. 18, 2003
Peeff, John T.	H40 Battalion Chief	Service	Jan. 21, 2003
Wright, Joseph M.	H39 Captain, DOT	Service	Jan. 10, 2003
Allen, Richard P.	H30 Captain	Service	Jan. 09, 2003
Brady, Robert J.	H30 Captain	Service	Jan. 03, 2003
Dito, Raymond E.	H30 Captain	Service	Jan. 07, 2003
Plescia, Matthew V.	H30 Captain	Service	Jan. 21, 2003
Stefani, Anthony R.	H30 Captain	Service	Feb. 18, 2003
Higgins, Joseph W.	H28 Lieutenant, DOT	Service	Feb. 22, 2003
Vasquez, Manuel M.	H28 Lieutenant, DOT	Service	Jan. 27, 2003
Sudano, John A.	H22 Lieutenant, BFP	Service	Feb. 01, 2003
Canevaro, Melvin L.	H20 Lieutenant	Service	Feb. 08, 2003
Griffin, James W.	H20 Lieutenant	Service	Jan. 21, 2003
Kurpinsky, Thomas J.	H20 Lieutenant	Service	Jan. 09, 2003
Leonard, James E.	H20 Lieutenant	Service	Feb. 20, 2003
Castelli, Robert A.	H2 Firefighter	Service	Jan. 15, 2003
Gibson, Floyd W.	H2 Firefighter	Service	Jan. 15, 2003
May, Richard W.	H2 Firefighter	Service	Feb. 11, 2003

McCoy, John M.	H2	Firefighter	Service	Jan. 08, 2003
Moore, Stephen A.	H2	Firefighter	Service	Jan. 31, 2002
Thouvenin, Maurice M.	H2	Firefighter	Service	Jan. 10, 2003
Walters, John S.	H2	Firefighter	Service	Feb. 26, 2003
Zuniga, Anthony R.	H2	Firefighter	Service	Feb. 01, 2003
Ackerman, Leslie A.	H1	Fire Rescue Paramedic	Service	Jan. 13, 2003
O'Rear, Claudiaette	1426	Senior Clerk Typist	Service	Jan. 28, 2003

(Retirement Certificates will be presented at Fire Commission meeting of April 24, 2003)

D. Resignation

Submitting resignation of H3 Firefighter/Paramedic Matthew Barnes, effective close of business January 31, 2003. (Resigned with satisfactory services. Approximate length of service – 1-1/2 years.)

E. Separation

Reporting separation of Permanent Exempt 1450 Executive Secretary I Laurie A. Martinez, effective close of business February 5, 2003. (Released from appointment. Started work 01-21-03.)

F. Leaves of Absence with Pay

Submitting requests for leaves of absence with pay for the time period from December 2002 through March 2003 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
17	H2 Firefighter	389
6	H3 Firefighter/Paramedic	64
1	T/H6 Investigator	14
1	H10 Chief's Aide	12
2	H20 Lieutenant	20
2	H30 Captain	44
1	1942 Asst. Materials Coordinator	11
1	2532 Paramedic	7
	Total number of Days with Pay	561

Submitting requests for intermittent leaves with pay for the time period from December 2002 through February 2004 for the following:

1	H2 Firefighter	Feb. 16, 2003 – Apr.26, 2003
1	H2 Firefighter	Feb. 06, 2003 – Feb. 06, 2004
1	H2 Firefighter	Jan. 11, 2003 – Jan. 10, 2004
1	H2 Firefighter	Jan. 01, 2003 – Dec. 31, 2003
1	H2 Firefighter	Dec. 28, 2002 – Dec. 28, 2003
1	H2 Firefighter	Dec. 24, 2002 – Dec. 23, 2003
1	H3 Firefighter/Paramedic	Jan. 22, 2003 – Nov. 01, 2003
1	H3 Firefighter/Paramedic	Dec. 19, 2002 – Dec. 18, 2003
1	H20 Lieutenant	Jan. 14, 2003 – Jan. 14, 2004
1	H20 Lieutenant	Jan. 01, 2003 – Dec. 31, 2003
1	H40 Battalion Chief	Dec. 31, 2002 – Jun. 30, 2003
1	7388 Utility Plumber	Jan. 13, 2003 – Jan. 13, 2004

G. Leaves of Absence without Pay

Submitting requests for leaves of absence without pay for the time period from December 2002 through February 2003 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
3	H2 Firefighter	258
1	H10 Chief's Aide	8
	Total number of Days w/o Pay	266

H. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Engine 6	02-3-098	11/29/02	530	C	File
Cause:	Misjudged clearance - While responding and passing a civilian vehicle that had stopped, Eng 6 grazed the left rear fender of the civilian vehicle				
Truck 12	02-3-099	12/6/02	624	A	File
Cause:	Tiller error - While entering Station 40 for fuel, Trk 12 struck a parked civilian vehicle				
Medic 15	02-3-100	12/7/02	738	A	File
Cause:	While turning left, Medic 15 struck a stopped civilian vehicle				
Truck 6	02-3-101	12/9/02	626	A	File
Cause:	Tiller error - While responding to a box, tiller of Trk 6 grazed the side of a civilian vehicle				
Truck 19	02-3-102	12/11/02	612	A	File
Cause:	Misjudged clearance - While backing into station, Trk 19 struck the doorway causing damage to the left rear of the truck; spotters were posted on both sides, but not in back				
Engine 6	02-3-103	12/12/02	530	B	File
Cause:	While travelling on Buchanan Street, Eng 6's ready line fell out of the hose bed and struck the right side of a civilian vehicle behind Eng 6				

Engine 18	02-3-104	12/13/02	594	C	File

Cause: While responding, Eng 18 failed to anticipate civilian vehicle's sudden stop, damaging the rear of the civilian vehicle

Medic 36	02-3-105	12/13/02	733	C	File

Cause: Responding with red lights and siren, Medic 36 was struck by a civilian vehicle while proceeding through intersection

Medic 13	02-3-106	12/14/02	741	B	Bill

Cause: Responding with red lights and siren and having gained control of the intersection, Medic 13 was struck by a civilian vehicle

AWSS	02-3-107	12/23/02	942	B	Bill

Cause: While parked near a broken hydrant, AWSS vehicle was struck by a civilian vehicle

Engine 12	02-3-108	12/24/02	532	A	File

Cause: Misjudged clearance - While making a right turn in a narrow street, Eng 12 struck a legally parked civilian vehicle

Rescue 1	02-3-109	12/24/02	869	A	File

Cause: While responding and exiting Station 1, Res 1 struck apparatus door which had not opened completely

Engine 37	02-3-110	12/25/02	596	A	File

Cause: Misjudged clearance - While responding and making a right turn, Eng 37 struck a parked civilian vehicle

Medic 3	02-3-111	12/25/02	735	A	File

Cause: Misjudged clearance - While backing out of St. Mary's Hospital, Medic 3 struck a parked civilian vehicle

Medic 1	02-3-112	12/20/02	0	C	File

Cause: While returning to quarters, Medic 1 failed to anticipate civilian vehicle's movements in the intersection and was struck by the civilian vehicle

Engine 15	02-3-113	12/27/02	0	A	File

Cause: Misjudged clearance - While responding, Eng 15 struck the mirror of a parked civilian vehicle

Engine 43	02-3-114	12/31/02	539	A	File

Cause: While pulling into a parking space, Eng 43 struck an illegally parked civilian vehicle

Engine 36	02-3-115	12/31/02	514	A	File

Cause: While responding with red lights and siren, Eng 36 was attempting to set up as a supply engine, and struck a civilian vehicle parked in the middle lane

Engine 38	02-3-116	12/27/02	589	A	File

Cause: Driver inattention - While exiting station, driver of Eng 38 failed to notice and struck a civilian vehicle parked in close proximity

EMS RC 2	02-3-117	12/27/02	927	C	File

Cause: While returning to quarters, RC 2 rear ended a stopped civilian vehicle due to poor brakes

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

I. Communications Received by Commission

The following communications have been received by the Commission from February 7, 2003, through February 20, 2003:

1. From James Corrigan, congratulating Chief Treviño on being able to find a solution in order that the 108th Class may graduate. Copy: each Commissioner and Chief of Department.
2. From John Darmanin, requesting information regarding the communication received from "current Airport Fire Department personnel". Copy: File.
3. From William Boldenweck, regarding the possible termination of the NERT program, and urging the retention of this solid program which so efficiently extends the reach of public

safety information and training. Copy: each Commissioner, Chief of Department and ADC, Management Services.

4. From firefighters (list of names follows) submitting a form letter, urging the Fire Commission to recommend to Chief Treviño that no cuts be made to Fire Suppression and that it be kept at its current level during this budget crisis so that public safety would not be compromised. Copy: each Commissioner and Chief of Department.

Bill Anderson, St. 5
Tomie Ann Kato, St. 9
Bettrietta Dahlstrom, St. 9
Rebecca Atwater, St. 24
John Dunn, St. 29
Harry Higgins, St 9
Galvin Louie, St. 31
Jennifer Glickman, St. 9
Kenneth Martin, St. 9
Nick Holl, St. 10
Thomas Thornton, St.
Joseph Mazeau, St. 31
Joseph Driscoll,St. 8
Steve Moran, St. 3
Richard Busalacchi, St. 9
Alan Freebury, St. 12
Marcier Rivera, St. 16
Frederick Putt, St. 39
Larry Sinigiani, BOE
Matt Schwartz, St. 42
Robert Lopez, St. 9
Alan Hom, St. 7
Ed Gonzales, St. 10
Brian Ballard, St. 25
Kevin Pardini, St. 3
William Lafferty, St. 14
Douglas Roberts, St. 9
Patrick Skain, St. 12
Katherine Swansen, St.18
O. Leonardo, St. 23
Steve Flaherty, St. 2
Garry Bradford, BOE
Tom McGuire, St. 7
James Moore, BOE
Thomas O'Connor, St. 7
Larry Sinigiani, St. BOE
Jeramiah Keohane, BOE
Stephen Finnegan, St. 18
John O'Shea, St. 18
Truman McKinney, St. 9
J. Patrick Kenyon, BOE
Steven Selck, St. 16
David Carroll, St. 16
Mark Sikora, St. 3
Jim Mellberg, St. 5

Dana Pompeo, St. 38
Carla Bisio, St. 2
Victor Hurtado, St. 36
Dee Lau, St. 38
Melissa Lerna, St. 15
Kevin Neilson, St. 1
Brian Stewart, St. 32
Mathew Zlatunich, St. 6
Christine Williams, St. 21
Matt Scola, St. 3
Jeff Rusteen, St. 5
Dan Kelly, St. 35
Tom Cooney, St. 35
Chris Salas, St. 3
Jim Kimball, St. 13
Steve Wong, St. 13
Dave Saitz, St. 7
Andy Saitz, St.7
Randy Hiro, St. 7
Robert Vigil, St. 7
Robert Dotson, St. 7
Tony Diricco, St. 7
Kirby Lau, St. 13
Mike Rustia, St. 7
Stan Lee, St. 7
George Nonomura, St. 14
Larry Jew, St. 13
Perry Choy, St. 13
herman Tillman, St. 13
Mary Brishi, Private Citizen
Dennis Krugger, St. 9
John Farrell, St. 48
Wayne Martin, St. 16
Richard McGee, St. 16
Damian Orduna, St. 16
Kevin Tom, ECD
Paul Chin, ECD
Jerry Shear, St. 9
Janeen Pirosko, ECD
David Yi, St. 37
Mike Whooley, ECD
Paula Corcoran, St. 16
Carlos Hoy, St. 16
William Ferguson, St. 32
John Walters, St. 18 (Ret.)

John Choy, St. 1
Anthony Valerio, St. 14
Ellen Valerio, St. 18
Thomas Oertli, St. 11
Mariano Elias, St. 20
Jason Riecharp, St.15
Thomas O'brien, St. 3
Terence Woo, St. 9
James Patt, St. 3
Richard Nolan, St. 18
Jason Harrell, St. 9
Brenda Ward, St. 35
Paul Mangiola, St. 9
Dan Dunnigan, St. 23
Ricky Yee, St. 37
Michael Menefee, St. 10
Patrick Ryan, St.10
Joseph Conway, St. 10
George Garcia, St.10
Dat Truong, St. 10
George Koremetis, St.10
Paul Berry, St. 10
Edmund Vail,St. 10
James Duensing,St. 10
Bradley Dugan, St. 10
John Ferrando, St. 10
David Krikorian, St 5
James McHugh, St. 9
Shon Buford, St. 25
Floyd Rollins, St. 2
John Chung, St. 17
George Lysenko, St. 32
Christian Jeffrey, St. 16
Carol Conley, St. 38
Dennis Kelly, St. 16
Sasha Grande, St. 16
Patrick Moran, St. 16
Barbara Britz, St. 33
Thomas Fogle, St.13
Jimmy Yah, ECD
Christopher Yock, ECD
Mike Walsh, BOE
Jose Zalba, St. 36
Jack Walker, St. 13
Patrick Sabia, St. 8

John Sperry, St. 16
Timothy Callen, St. 16
Paul McDermott, St. 16
James O'Connell, St. 3
Tashi Park, St. 13
Douglas Manguiat, St. 16
Christina Hijjawi, St. 16
James Coyne, St. 16
Claudio Rivieccio, St. 16
Philip Kiely, St. 16

Commissioner Conroy moved and Commissioner Norman seconded. There were no questions or discussion and Items A through H on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted three letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Report

Report from Acting Chief of Department Raymond Balzarini on current issues, activities and events in the Department.

Raymond Balzarini, Acting Chief of Department, informed the Commission that Mario Treviño, Chief of Department, had submitted the Fire Department's proposed budget to the Mayor's Budget Office on Friday, February 21, 2003. He wished to thank the entire Department staff – Command, Suppression, EMS and Administrative staff – for assisting the Chief with the preparation of the budget.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Fire Commission Resolution

Submitting for adoption Resolution No. 03-2 to increase fees for the provision of Emergency Medical Services.

Commissioner Norman moved and Commissioner Conroy seconded.

Commissioners Norman and Conroy wished for further details regarding which fees are to be raised and if there are any proposed new fees.

Margaret Baumgartner, Deputy City Attorney, responded that she had drafted an ordinance on behalf of the Department and on behalf of the Mayor's Office regarding fees that are normally charged in the provision of Emergency Medical Services, such as ambulance transport fees. She noted that change in the code was necessary and had not been taken care of after the merger. The fees themselves are set by a standard procedure based on the Medical Consumer Price Index and are the fees which are currently in place. The ordinance is in two parts, one is specifically authorizing the San Francisco Fire Department to charge these fees, and the other is a slight increase in the fees that being charged for Emergency Medical Services.

Commissioner Norman wished further information on how the fees would be collected and how much money was anticipated to be collected.

Commissioner Conroy requested that the matter be moved to the next regular meeting of the Commission, and that in the interim, the proposed Resolution and the attendant ordinance be continued to be discussed with Mayor's Office as part of the budget process. He added that he assumed that the Commission would ultimately approve the matter but that the Commission would like to have further information and discussion before passing the Resolution.

There were no further questions or discussion and the item was continued to the meeting of March 13, 2003.

D. FY 2003-04 Budget

Review and submittal of FY 2003-04 Preliminary Baseline Budget to Mayor's Office

President Nakajo acknowledged Christine Ragan, Chief Financial Officer, and announced that the Commission would not be voting on this item at this meeting but would move it to the next meeting, after the Chief and the command staff have met with the Mayor's Budget Office on Tuesday, March 4, 2003.

Ms. Ragan stated that the presentation was an overview of the proposed budget submittal to the Mayor's Budget Office on February 21, 2003. She began with the budget instructions that were received from the Mayor's Office, which requested, among other items, suspension of non-essential spending in the current year. The major problem for the Department is the preparation of contingency plans that deal with a requested reduction of $16 million in FY 2003-04. Another problem is increased expenditures in work orders, namely, a substantial increase in workers comp and mandated fees - local, state and federal. Ms. Ragan reiterated that the Department opposes any reductions in staffing and cuts which would impact the provision of services.

Please note: A complete copy of Ms. Ragan's presentation is attached.

Commissioner Norman stated that the Commission fully supports the Department's position regarding that no cuts be made. She believes the Department to be one of the most critical to the welfare of the City and does not understand how a request for a funding reduction can be made at this time.

E. Special Presentation

Bureau of Fire Investigation – Captain Elmer Carr

Elmer Carr, Captain, Bureau of Fire Investigation (BFI), provided some historical background on the formation of the Bureau of Fire Investigation. Captain Carr noted that in response to the Western Addition fires in 1977, the Arson Task Force was created, which consists of personnel from the Fire Department, the Police Department, the District Attorney's Office and the Bureau of Alcohol, Tobacco and Firearms.

Captain Carr related that BFI responds to approximately 10% of all fires in San Francisco. He enumerated the types of incidents that members of BFI respond to and their action: (1) *fire deaths* - take control of the scene; (2) *serious injuries* - take control of the investigation and document; (3) *any type of explosion* – take control of the scene, document and collect evidence; (4) *anything suspicious or incendiary* – stop all overhaul and freeze the scene; (5)

undetermined fire – assist fire officers at scene to determine cause of fire; (6) *all greater alarms* – take control of investigation; (7) *all fires involving juveniles* – identify the child and take it parents or the proper organization; and (8) *vehicle fires* – perform extensive investigation in conjunction with the District Attorney's Office.

Captain Carr stated that over the past 15 years, BFI had requested assistance four or five times from the ATF National Response Team. He considers them an excellent resource since they can respond with 25-30 people in 24 hours, and in a large investigation, such as the Page Street or Bayview explosion, their assistance is invaluable.

Karl Selchau, Lieutenant, Bureau of Fire Investigation, explained that he is primarily involved with the training of new investigators. He noted that the reason for investigators to be at a fire scene is to determine the fire cause and produce a report, which can be challenged both in criminal and civil arenas. Lieutenant Selchau compared the process at a fire scene to an archeological dig where debris is "unlayered". He pointed out that training and experience will help investigators to eventually arrive at an area of origin and then determine a source of ignition for a specific fire. Investigators are also required to take classes in interview and interrogation techniques. He referred to recent training presented by ATF at Treasure Island in which all BFI members participated and found invaluable.

Brandon O'Leary, Investigator, Bureau of Fire Investigation, proceeded to relate what investigative activities occur at the scene. He noted that on the way to the scene, calls are made to the reporting party asking what they observed, and histories of buildings are checked to see if there was a pattern of fires at the incident or in the area. Mr. O'Leary stated that investigators work a 24-hour schedule with a partner due to legal issues regarding search warrants and searches at a fire scene. Upon arrival on the scene, investigators check in with the incident commander, asking if anyone has been injured, and take over the investigative function with one investigator moving inside immediately to secure the scene and the other remaining outside interviewing witnesses and coordinating statements. Frequently, an individual that has been injured can provide the most vital information about the start of a fire.

Mr. O'Leary explained that an essential aspect of the investigation is gathering information from the people at the fire. Prior to entering the building, the exterior is examined for burn patterns on the outside of the structure, which will ultimately assist in determining the area of origin. He pointed out that upon arrival at the scene, investigators work from *least damage to greatest damage* in order to evaluate how a building is constructed and, also, for legal reasons. The goal is to find the room of origin where the fire started and to find and identify the fuel or ignition source. Mr. O'Leary pointed out that investigators are trained through State Fire Marshal classes on how to collect evidence and how to follow correct methodology for the chain of evidence; furthermore, investigators also take courses in photography. He wished to acknowledge Lieutenant Jeff Wong, Division of Training, for his video taping skills and Michael Mustacchi for his photographs at the scene. Mr. O'Leary stated that the final result of an investigation is a report of the findings, which are defensible in litigation, whether it is a criminal or civil case.

Jennifer DeBerry, Investigator, Bureau of Fire Investigation, pointed out the various equipment used by investigators and the rig they take to the scene – an unmarked Chevrolet Suburban. She noted that investigators are identified at the scene by their blue helmets. Ms. DeBerry reviewed the basic equipment used: (1) cameras to document evidence, (2) lighting, (3) various shovels and rakes for removal of debris, (4) an assortment of various sized evidence containers, similar to paint cans, (5) small ladders, (6) tape recorders for statements from witnesses and suspects, (7) tape measures, and (7) a giant tool box. She explained that several different types of cameras were used including Polaroids and digital cameras. For close-ups, manual focus must be used and investigators call upon Michael Mustacchi to document the scene.

Commissioner Conroy wondered if BFI had ever been challenged for using digital cameras where certain aspects of a photograph could be altered. Captain Carr responded that software packages are available that can determine whether a film, slide or print had been altered. He stated that BFI does not use digital cameras for criminal cases but in civil matters it is a convenient tool, especially in vehicle fires, since the photos can be emailed and also used as a training tool.

In closing, Captain Carr explained that under Section 830.37 of the California Penal Code, members of an arson investigation unit are considered peace officers. As such, investigators are cross-trained by the Police Department in basic arrest and seizure techniques, search warrant issues, interview and interrogation methods, and must qualify at the police shooting range in order to carry weapons. The weapons are strictly for self-protection and almost never used.

Please note: A copy of BFI presentation is attached.

Prior to closing, Captain Carr acknowledged Dennis King, the lead investigator on the Cannery Fire and wished to present Special Agent James Flanagan from the Bureau of Alcohol, Tobacco, and Firearms. Special Agent Flanagan introduced himself and explained that the ATF was a federal enforcement agency with certain limited jurisdiction in arson and explosives investigations and prosecution under the Federal Criminal Code. He stated that during the week of February 10, 2003, ATF had presented a course in complex arson investigative techniques at the San Francisco Fire Department Regional Training Center on Treasure Island. Special Agent Flanagan wished to present a Certificate of Appreciation to the San Francisco Fire Department Regional Training Center on Treasure Island for their assistance since due to the peculiarities of this training special needs had to be met. He wished to acknowledge the special support provided by Lieutenant Ed Moy and Captain Russ Albano.

Discussion ensued with Commissioners asking questions and Captain Carr and staff responding.

F. Public Comment

John Hanley, President, San Francisco Firefighters Local 798, wished to point out that the statistics used for the expansion of the ALS program to the downtown area are for a "worst case" scenario. The ALS expansion would require more H3 Firefighter/Paramedics and that, in light of the current budget problems, would require more funds since the difference between a step 1 H2 Firefighter and a step 1 H3 Firefighter/Paramedic is approximately $25,000 in the first year. He believes that this is the type of spending the Mayor's Office referred to when it requested *suspension of all non-essential spending.* In addition, Mr. Hanley believes that there are a number of management positions at Headquarters and in the EMS Division, which pay over a $100,000 a year but have no scope of activities attached to them.

Mr. Hanley objected to the replacement of the current Director of Training with an individual who had a nursing or paramedic background. He believes this position to be a non-teaching, administrative position and the amount of time spent in obtaining an EMT or other certification is minor to the position. The incumbent chief was instrumental in developing and implementing the CPAT as a physical fitness requirement for the Fire Department. Furthermore, with the largest class of candidates (48) graduating, there have been no lawsuits filed. Mr. Hanley was puzzled why the Department is advertising for a new Director of Training and believed that the situation needs closer examination.

Commissioner Norman commended the activities that Local 798 had undertaken on behalf of the Fire Department, such as rallies, radio announcements, various literature and door-hangers, which she believes to be critical in focusing the attention of the people of San Francisco on the Fire Department in order to prevent loss of emergency services during this budget crisis. She was concerned that the Fire Department remain unified and not turn on each other since the provision of Emergency Medical Services is as critical to the people of San Francisco as is fire suppression.

Commissioner Conroy supported Commissioner Norman's comments and added that during the difficult challenge of responding to the budget crisis, he will be fully supportive of the Department's mission of protecting the people and property of San Francisco, and of not reducing response times.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:10 p.m., in honor of Assistant Chief George W. Maloney upon his retirement and for his contribution and service to the San Francisco Fire Department.

Tania Bauer
Secretary

FY 2003-04
BUDGET PROPOSAL
OVERVIEW & HIGHLIGHTS

FIRE COMMISSION MEETING
FEBRUARY 27, 2003

MAYOR'S BUDGET INSTRUCTIONS

- 1: Absorb 4% in known cost increase in 03-04 within in a General Fund Base reduced by 6%.
- 2: Prioritize a contingency plan that would reduce General Fund spending by addit'l 10%
- 3: Suspend all non-essential spending in current year, effective immediately.
- 4: In March 1 budget submission, include any proposed layoffs in either the current or budget years.
- 5: Plan for, and be prepared to accelerate implementation of, proposed 2003-04 program reductions into the current fiscal year.

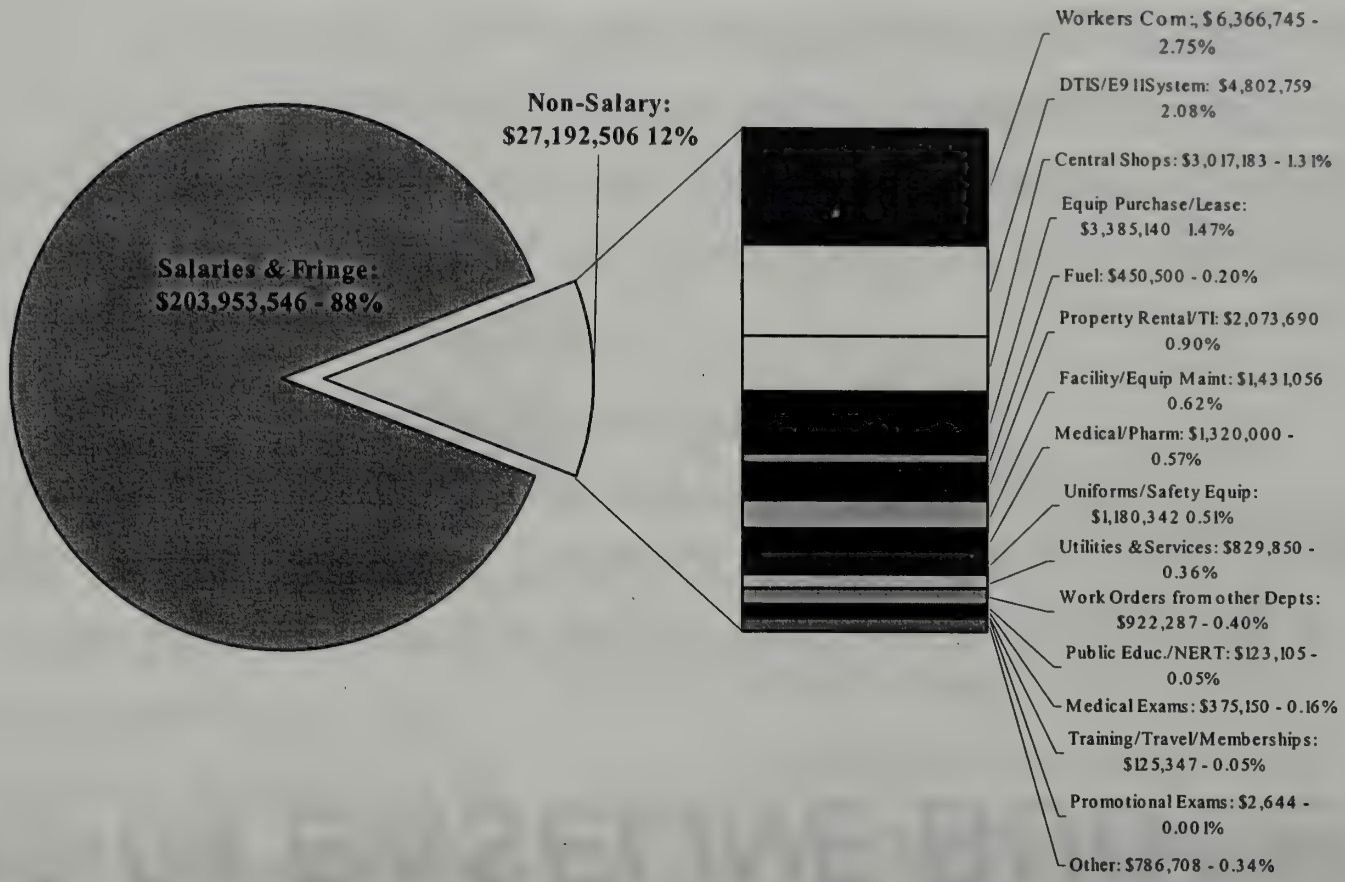
2003-04 BASELINE BUDGET

- The Fire Department's target budget reduction is $16 million in the General Fund or 7.5% of the total General Fund allocation. The baseline budget totals $226,825,611 including recoveries.

- These amounts do not include funding for promotional testing/exams. Additionally, the baseline for turnouts and uniforms was reduced from $1.2 million to $530,342. Capital equipment requests and capital and facilities maintenance requests are also not included as part of the baseline.

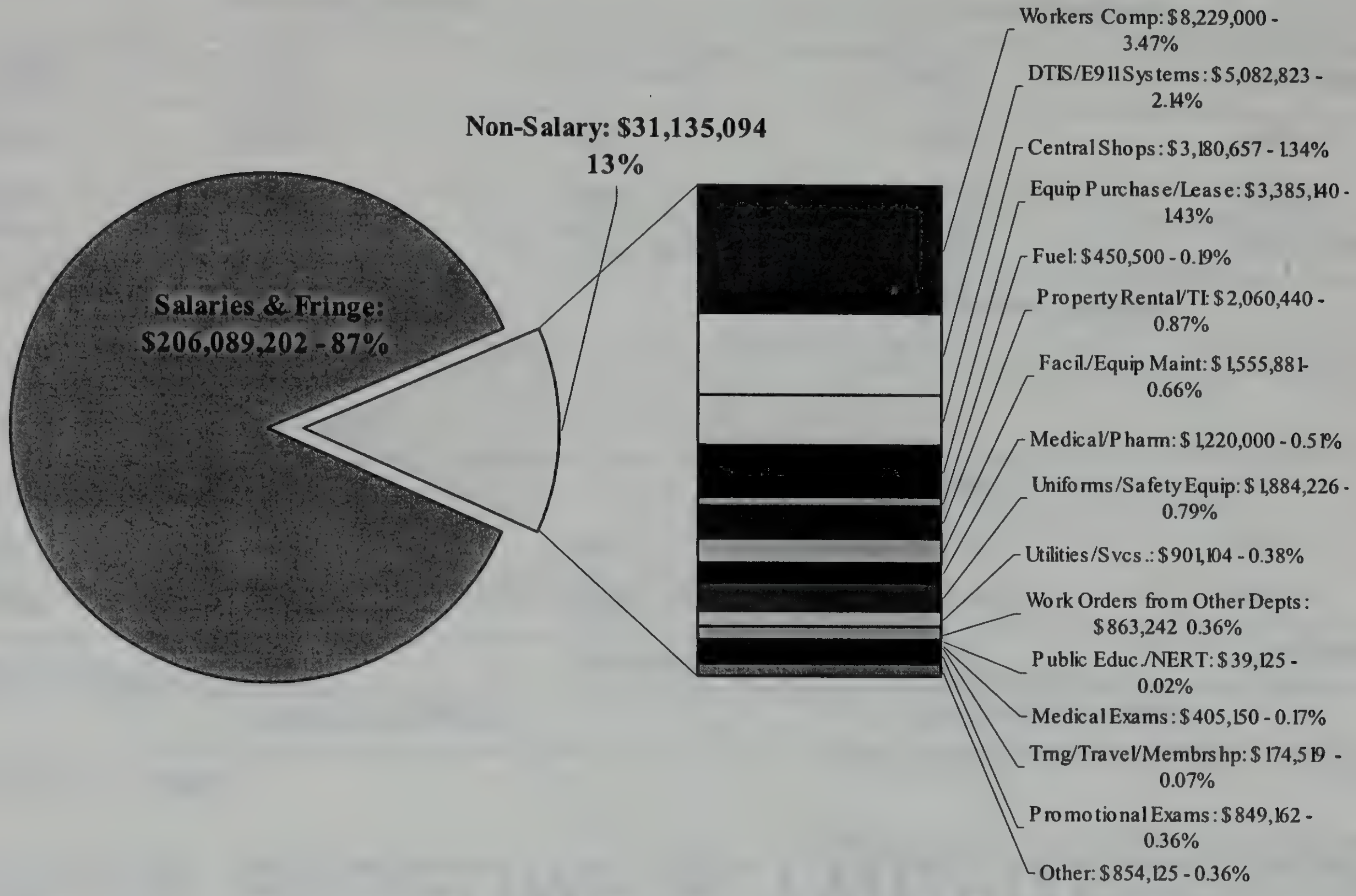
Total Expenditures FY 2003-04

Baseline: $231,146,052



Total Expenditures FY 2003-04

Requests Proposed: $237,224,296



2003-04 BASELINE vs. PROPOSED BUDGET

GENERAL FUND

	Baseline Amounts		Proposed Budget	
TOTAL FTE	**FTE**	**% of total**	**FTE**	**% of total**
UNIFORM	1,694.95	94%	1678.80	94%
CIVILIAN	99.21	6%	101.33	6%
TOTAL FTE	**1,794.16**		**1,780.13**	

AIRPORT

	Baseline Amounts		Proposed Budget	
TOTAL FTE	**FTE**	**% of total**	**FTE**	**% of total**
UNIFORM	95.00	99%	96.07	99%
CIVILIAN	1.00	1%	1.00	1%
TOTAL FTE	**96.00**		**97.07**	

PORT/FIREBOAT

	Baseline Amounts		Proposed Budget	
TOTAL FTE	**FTE**	**% of total**	**FTE**	**% of total**
UNIFORM	11.14	100%	11.14	100%
CIVILIAN	-	0%	-	0%
TOTAL FTE	**11.14**		**11.14**	

2003-04 BASELINE vs. PROPOSED BUDGET

COMPARISON

	Baseline Amounts		Proposed Budget	
TOTAL FTE	**FTE**	**% of total**	**FTE**	**% of total**
UNIFORM	1,801.09	95%	1,786.01	94.5%
CIVILIAN	100.21	5%	102.33	5.5%
TOTAL FTE	**1,901.30**		**1,888.34**	

General Fund Changes

Reduction of 16 H2 Firefighters

Change of 10 H2 Firefighters to H3 Firefighter/Paramedics

Change in Step Adjustment

Airport Changes

Deactivation of Prevention Positions

Reduction of H3 Firefighter/Paramedics

Increase in H2 Firefighters

ADDITIONAL POSITION CHANGES

- Management Services: The Section's responsibilities have been redistributed as follows:
    - Fire Records ➲ to Fire Prevention
    - NERT ➲ to Division of Training
    - Community Affairs/Public Education ➲ to the Chief's Office
    - Assignment Office ➲ to Administration.
    - Grants function ➲ to Finance (which is under Administration as well)
- Medical Training was transferred from EMS Administration to the Division of Training as part of the continued consolidation
- Support Services is requesting one senior mechanical engineer to oversee the function and operation of the pump stations and the auxiliary water supply system. To off-set the cost of this request, two positions were deleted.

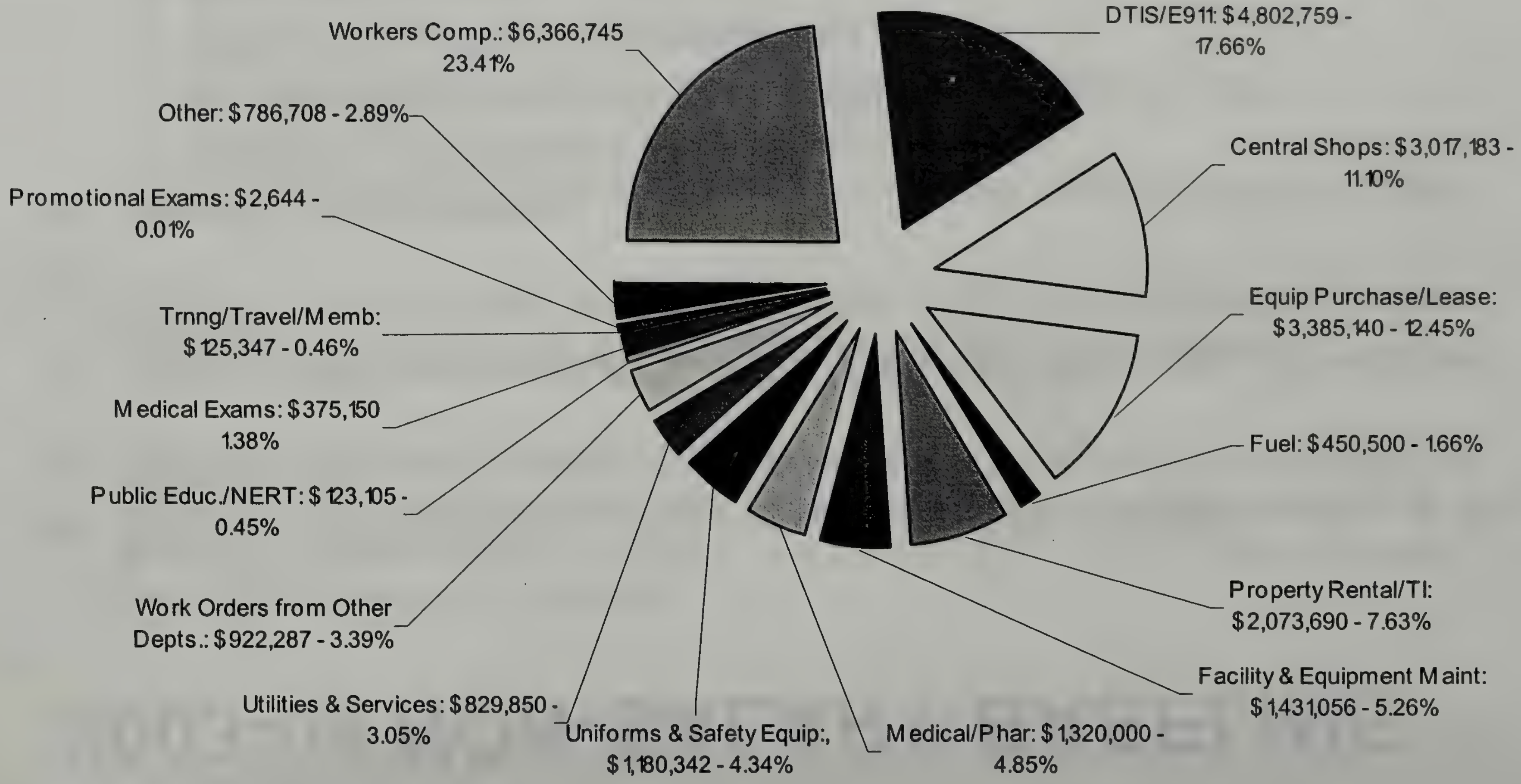
2003-04 NON-SALARY BASELINE

- The General Fund non-salary baseline of **$27,192,506** is **12%** of the total budget.

- Work Orders represent **67%** or **$17,760,162** of the total non-salary baseline.

- Remaining non-salary:
  - $3,385,140 for lease finance
  - $1,178,500 for field medical supplies
  - $650,000 for fire rescue supplies
  - $450,500 for fuel
  - $460,000 for the maintenance of TI training facility, $530,342 for turnouts and uniforms, $240,690 for rent at the Presidio, $222,000 for health check, $214,350 for scavenger services, $128,000 for utilities, $120,000 for pharmaceuticals and $92,200 for copiers.

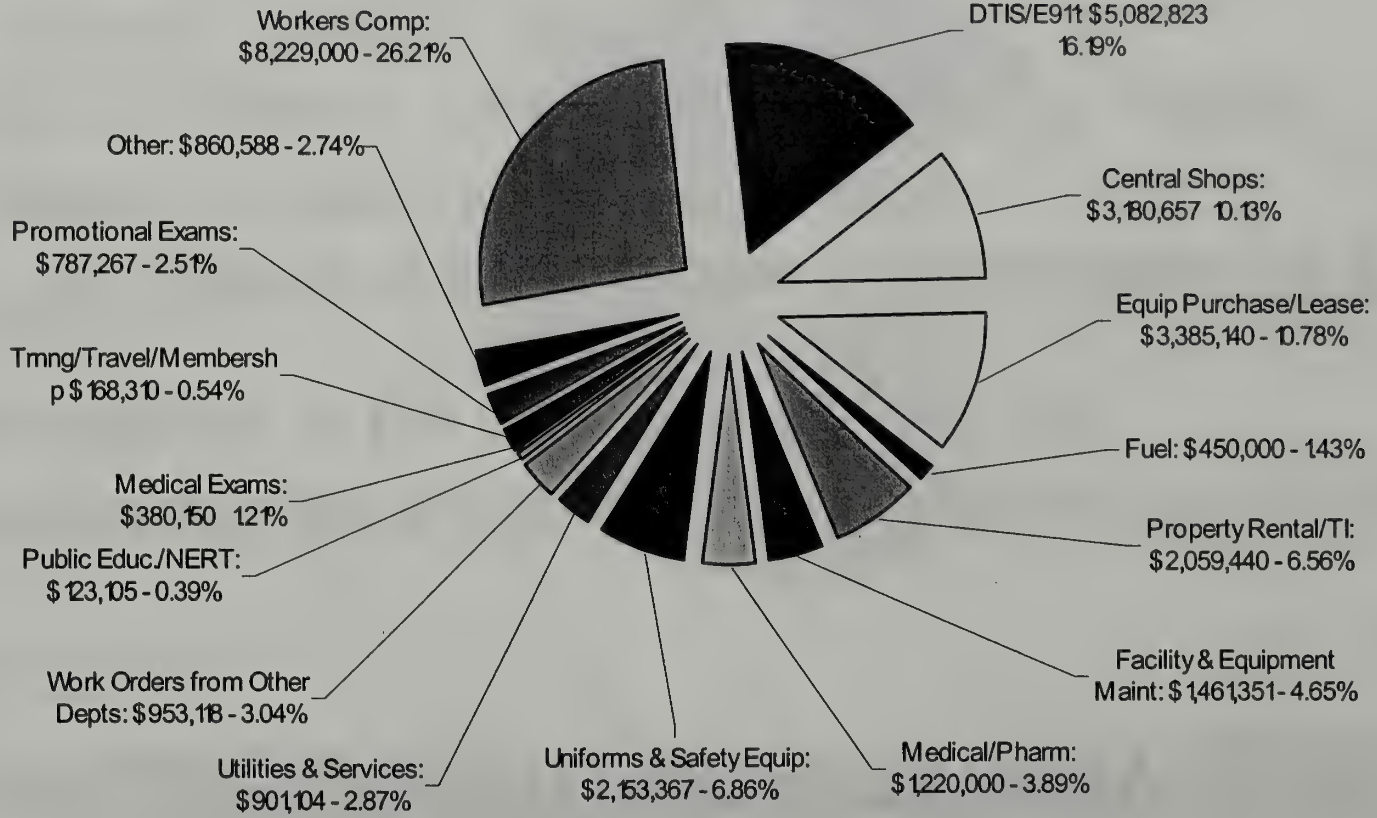
Total Non-Salary FY 2003-04
Baseline Budget: $27,192,506



PROPOSED 2003-04 NON-SALARY BUDGET

- The Department is requesting an increase in non-salary expenditures in the amount of $3,942,588.
  - ☐ The majority of this increase is represented by $1.8 million increase in Workers Comp
  - ☐ E911 systems, Central Shop and PUC utilities increase of $392,192 total.
  - ☐ Increase of $682,024 for uniforms and turnouts
  - ☐ Increase of $846,518 for promotional exams.

Total Non-Salary FY 2003-04
Proposed Requests: $31,135,094



INCREASE IN WORK ORDERS

- $17,760,162 is allocated for work orders with other City departments. The Department is anticipating increases in work orders in the amount of $2,255,167.

WORK ORDER	**INCREASE**	**TOT. FOR 03-04**
WORKERS COMP	$1,862,255	$8,229,000
E911 SYSTEMS/ DTIS	$200,738	$4,951,510
CENTRAL SHOPS	$163,474	$3,160,657
PUC UTIL.	$28,700	$128,700
TOT. FOR 03-04:	**$2,255,167**	**$16,469,867**

INCREASE IN TURNOUTS/UNIFORMS

- Baseline budget for turnouts and uniforms is $530,342.
- The Department has submitted a request for $1.2 million.
  - ☐ This figure is dependant upon the number of new hires that will be anticipated for 2003-04

INCREASE IN PROMOTIONAL EXAMS

The Department anticipates administering the following promotional exams in 03/04:

- H30 Captains Exam
- H22 Lieutenant, Bureau of Fire Prevention
- H24 Lieutenant, Bureau of Fire Investigation
- H40 Battalion Chiefs Exam

It is estimated that these exams will cost approximately $1.15 million.

The budget request for 03-04 is estimated at $846,518.

The balance of the costs is funded from current year 2002-03 allocations.

INCREASE IN MANDATED PERMITS & FEES

- We are experiencing an increase in new State and City mandated permits and fees, including:
  - ☐ Maintaining/operating firehouse equipment
  - ☐ Performing facility improvement
- These increases will cost approx. $62,676.75, an amount $32,836.25 above the baseline.
- Additionally, there has been an increase in and new mandated State/County EMT recertification fees for 2003-04.
- It is estimated that this will require an increase of $49,133 to fund this mandate.

OPERATIONS TRAINING REQUIREMENTS

- Need for continued training and initial certification of selected personnel who enter into the special operations units
- Restore the local Urban Search and Rescue program
- Training of new members in Confined Space Rescue, Rescue Systems II (advanced), HazMat Advance Life Support, HazMat ICS NBC (Chiefs), US&R & Trench rescue, Structural Collapse ICS (Chiefs), and K-38 PWC rescue training.
- Additional funding is also needed for National Weapons of Mass Destruction training conferences.
- It is estimated that the Department will require an additional $46,150 to cover these needed and required trainings for 2003-04.

CONCLUSION

- Potential Budget Reductions
  - ☐ Facts:
    - The Department is opposed to cuts that will impact services
    - The Department is opposed to reductions in staffing
    - The Department will fight to keep operations intact and services from being adversely affected.

Bureau of Fire Investigation
Arson Task Force   Estab. 1977

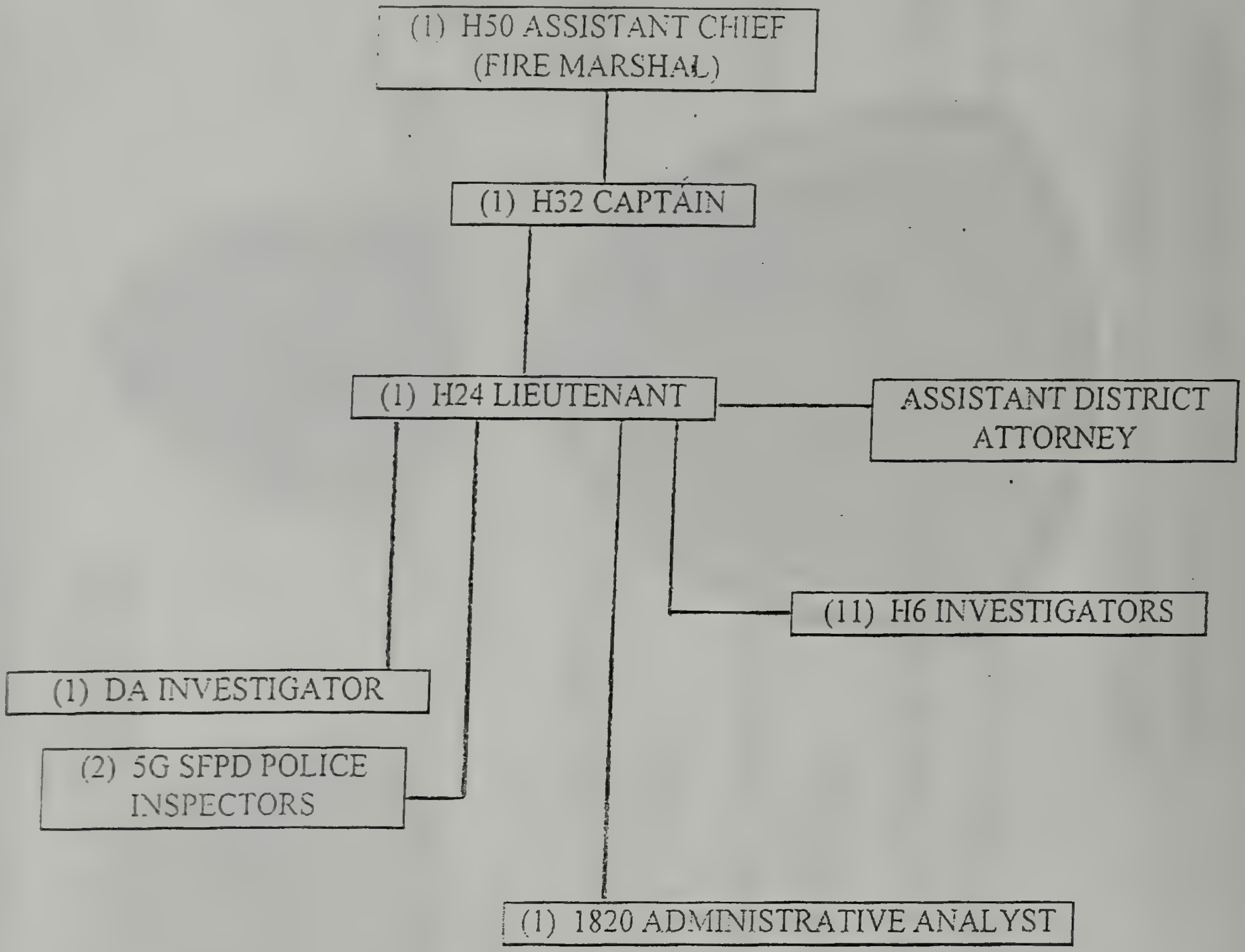
SAN FRANCISCO
FIRE
DEPARTMENT

SAN FRANCISCO
POLICE
ORO EN PAZ FIERRO
EN GUERRA

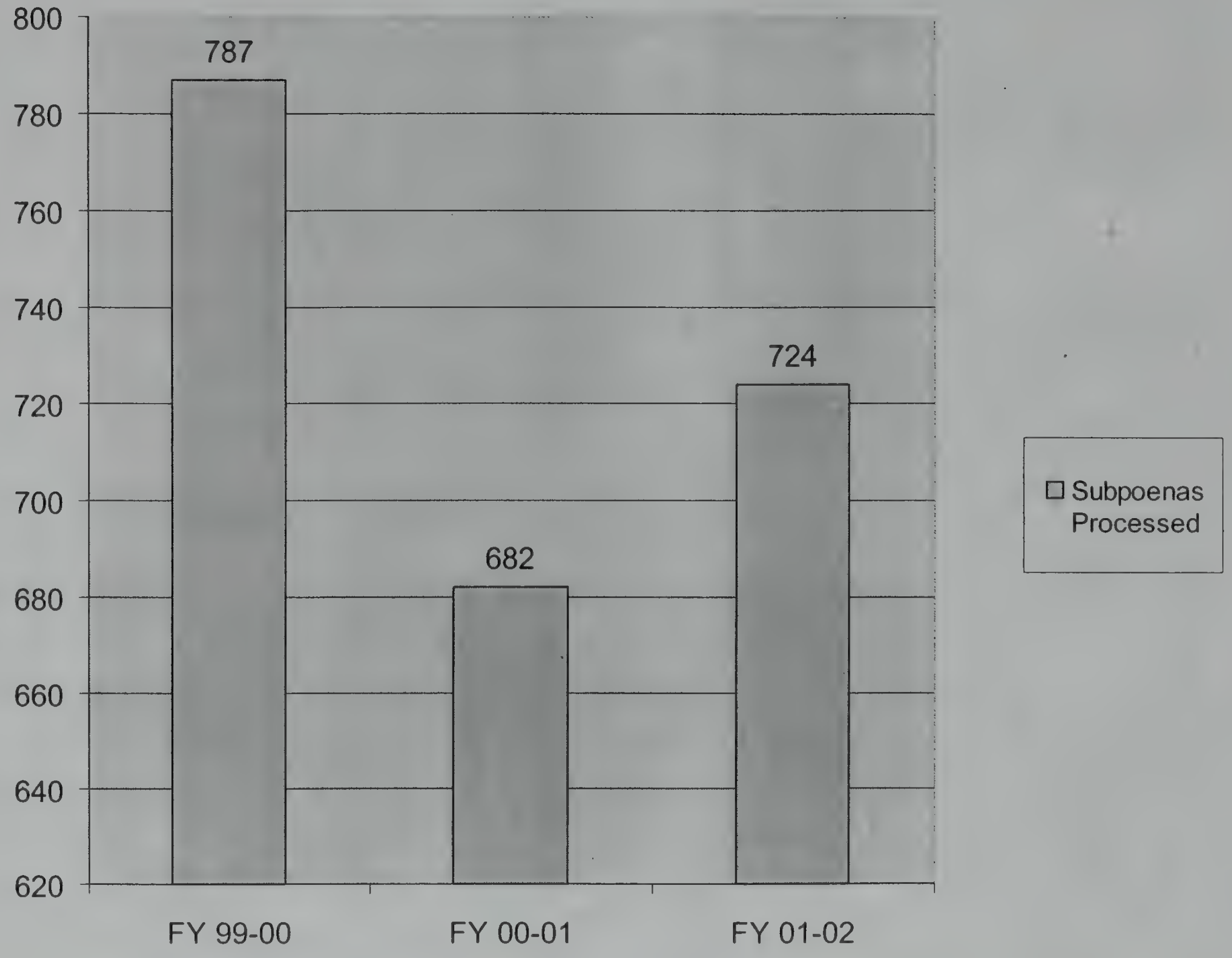
INVESTIGATOR
SAN FRANCISCO
DISTRICT ATTORNEYS OFFICE
ORO EN PAZ FIERRO
EN GUERRA

ATF
U S
SPECIAL AGENT

ARSON TASK FORCE

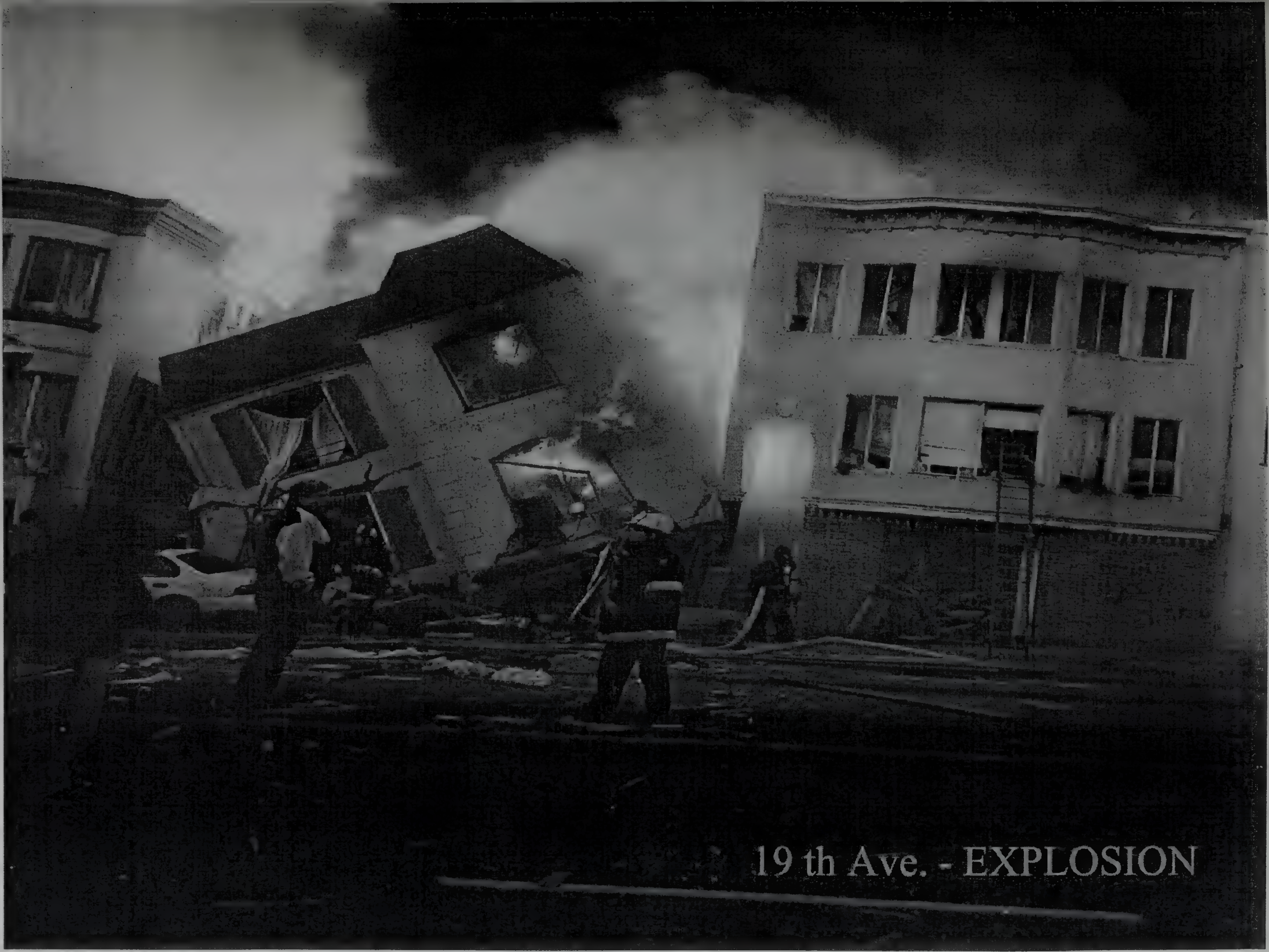

(1) H50 ASSISTANT CHIEF (FIRE MARSHAL)
(1) H32 CAPTAIN
(1) H24 LIEUTENANT
ASSISTANT DISTRICT ATTORNEY
(11) H6 INVESTIGATORS
(1) DA INVESTIGATOR
(2) 5G SFPD POLICE INSPECTORS
(1) 1820 ADMINISTRATIVE ANALYST

Custodian of Records Subpoena



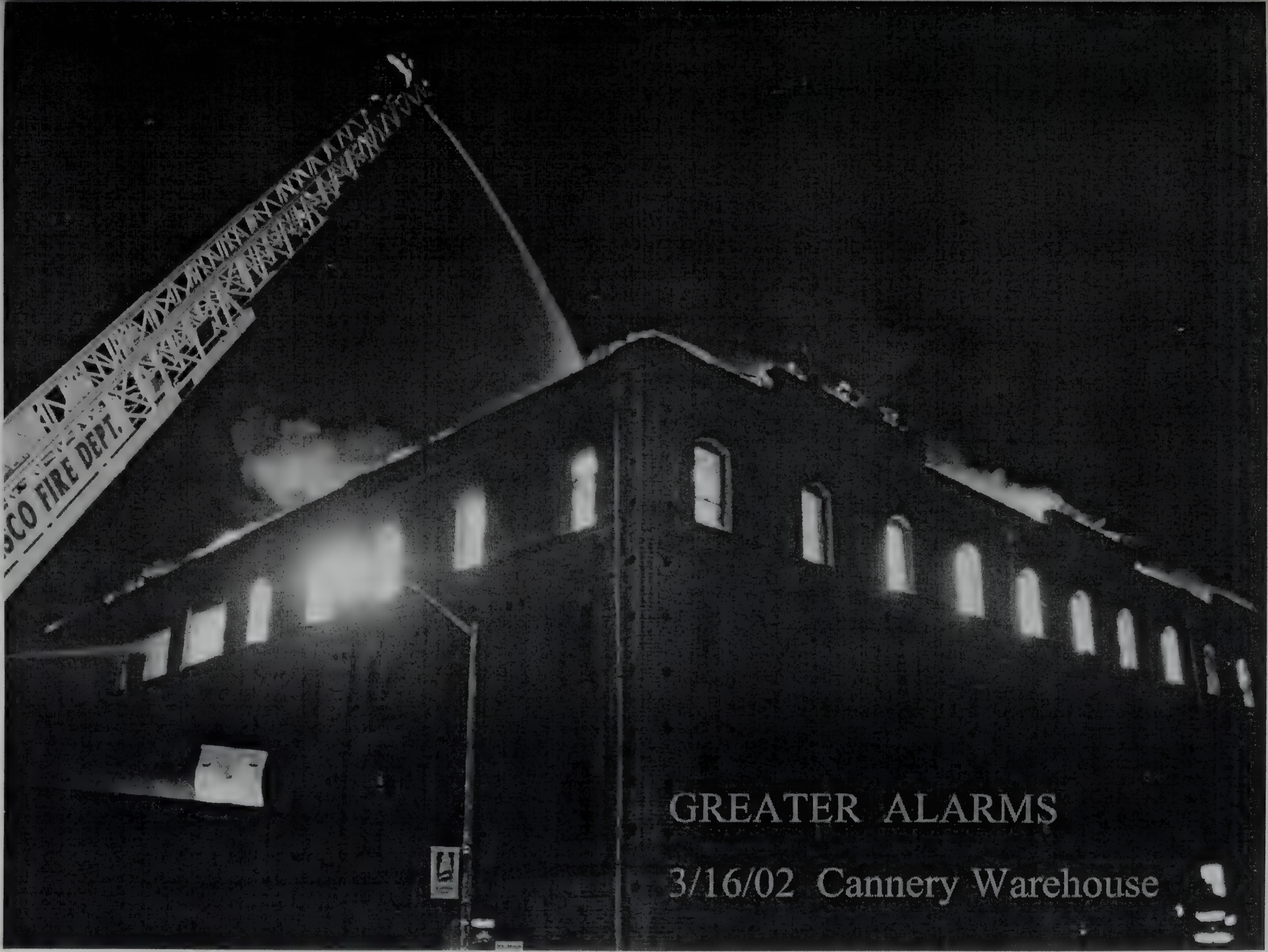
55 Large-Loss Fires Deadly Train Wreck Code for Tank Entry

87,500 U.S.
FIREFIGHTERS
WERE INJURED
LAST YEAR
7
All Serious INJURIES
Civilians or Firefighters



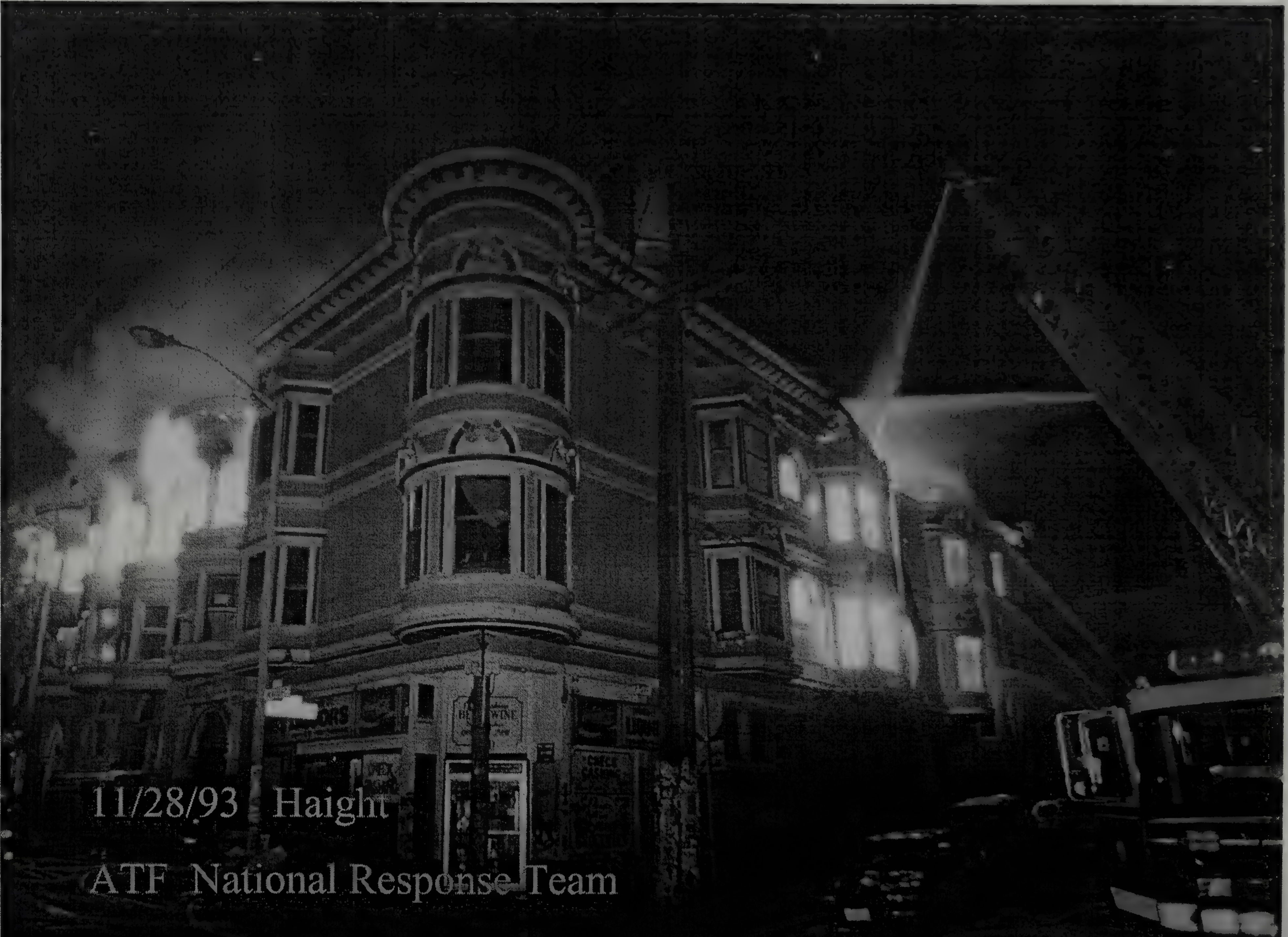
19 th Ave. - EXPLOSION

San Bruno Ave. - SUSPICIOUS


SCO FIRE DEPT.

GREATER ALARMS

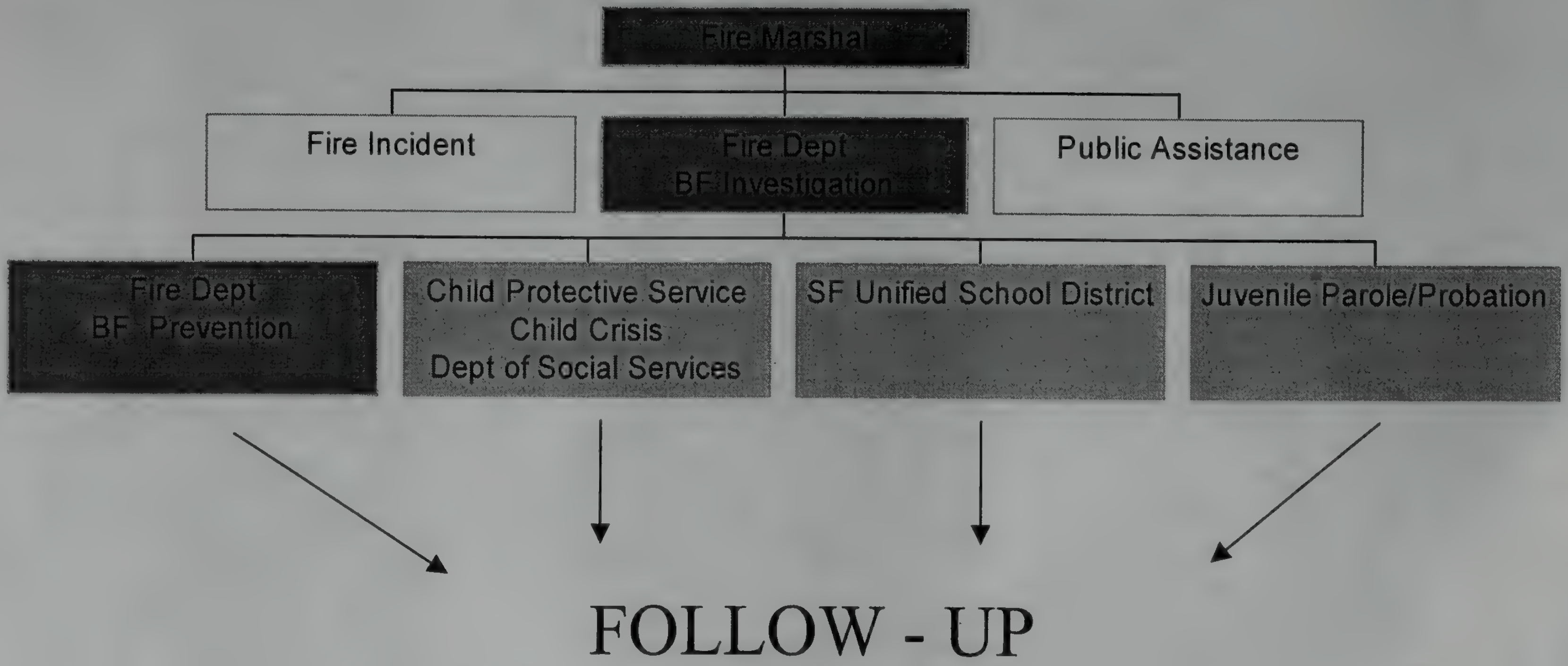
3/16/02 Cannery Warehouse



11/28/93 Haight

ATF National Response Team

Juvenile FireSetter Program



Fire Marshal

Fire Incident

Fire Dept
BF Investigation

Public Assistance

Fire Dept
BF Prevention

Child Protective Service
Child Crisis
Dept of Social Services

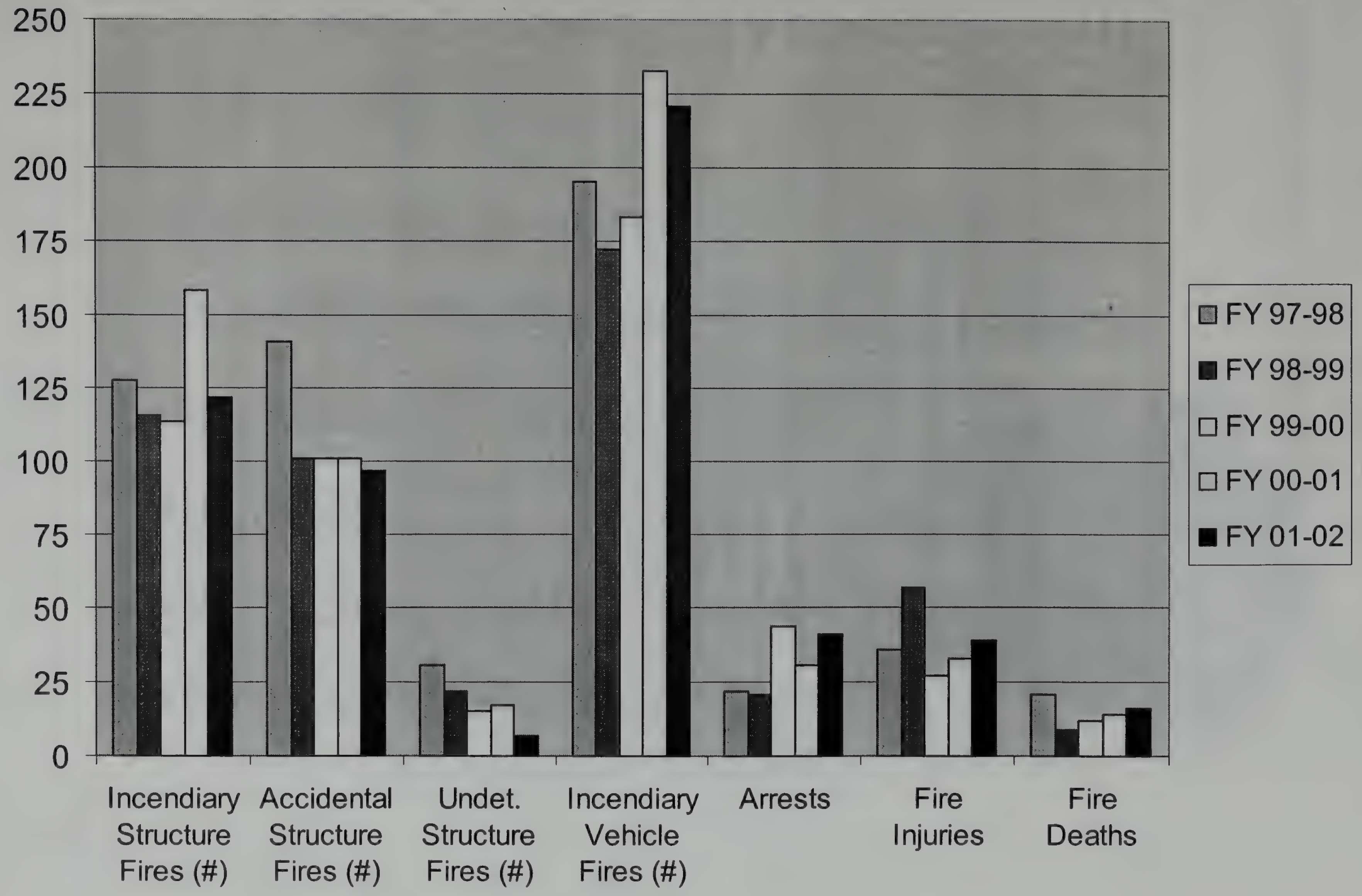
SF Unified School District

Juvenile Parole/Probation

FOLLOW - UP

Unattended VEHICLE Fire

BFI Statistics
1998 - 2002



SUGGESTED SFFD H6 INVESTIGATOR TRAINING

(Prior to Assignment at BFI)

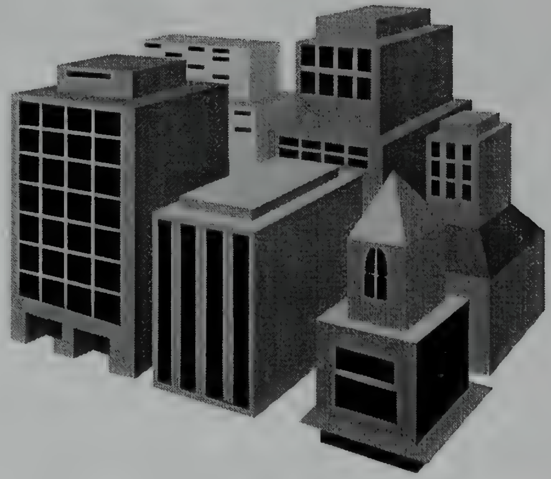
Four Years Experience in SFFD
Response to 100 Fires
SFM Course Investigation 1A
SFM Course Investigation 1B
PC832 Modules 1 and 2 (64 Total Hours) or P.O.S.T. Certification
Basic Computer Skills in *Word* and *Windows*

(After Assignment to BFI)

SFM Course Investigation 2A
SFM Course Investigation 2B
Interview and Interrogation Course (40 hours)
Vehicle Fire Investigation Course (24 hours)
Prop 115 Training (8 hours)
Electrical Fire Investigations (24 hours)
Post Blast Investigation (40 hours)
SFPD Advanced Officer Training (40 hours)
Basic Fire Investigation Concepts (40 hours)
Arson for Profit (40 hours)
Mock Trial Exercise (8 to 12 hours)
Small Appliance Fires (24 hours)
Institute of Criminal Investigation (ICI) – Arson as Core Course

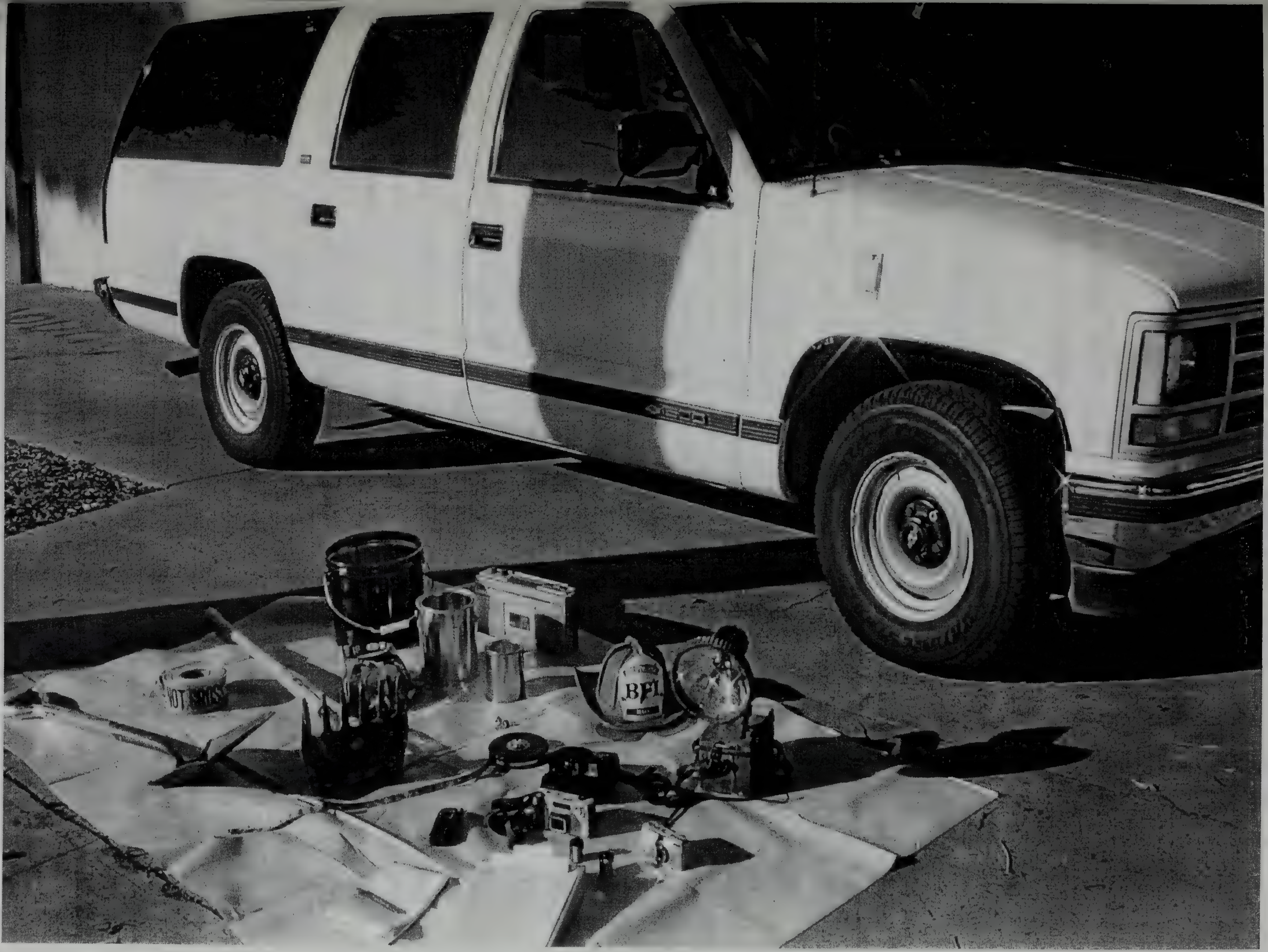
Fire Scene Investigation

- Enroute to the fire
- Arriving on the scene (Legal issues)
- Incident Commander
- Injuries
- Witnesses in the crowd
- Exterior of the building



Fire Scene Investigation

- One inside/One outside
- Least damaged to greatest damaged
- Room of origin/Point of origin
- Fuel, ignition source & event
- Collection of evidence/photographs
- Report
- Litigation (Criminal or Civil)


BFI
HOT ROSS

California Penal Code

§ 830.37. Arson-investigating unit; fire department or fire protection agency members; voluntary fire wardens; military firefighter/security guards

The following persons are peace officers whose authority extends to any place in the state for the purpose of performing their primary duty or when making an arrest pursuant to Section 836 as to any public offense with respect to which there is immediate danger to person or property, or of the escape of the perpetrator of that offense, or pursuant to Section 8597 or 8598 of the Government Code. These peace officers may carry firearms only if authorized and under terms and conditions specified by their employing agency:

(a) Members of an arson-investigating unit, regularly paid and employed in that capacity, of a fire department or fire protection agency of a county, city, city and county, district, or the state, if the primary duty of these peace officers is the detection and apprehension of persons who have violated any fire law or committed insurance fraud.

(b) Members other than members of an arson-investigating unit, regularly paid and employed in that capacity, of a fire department or fire protection agency of a county, city, city and county, district, or the state, if the primary duty of these peace officers, when acting in that capacity, is the enforcement of laws relating to fire prevention or fire suppression.

(c) Voluntary fire wardens as are designated by the Director of Forestry and Fire Protection pursuant to Section 4156 of the Public Resources Code, provided that the primary duty of these peace officers shall be the enforcement of the law as that duty is set forth in Section 4156 of * * * the Public Resources Code.

Athletics®

THE OAKLAND ATHLETICS BASEBALL COMPANY

February 10, 2003

Chief Mario H. Treviño
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107-2015

Dear Chief Treviño,

On behalf of the Oakland Athletics I would like to personally thank you and Engine Company 42 for attending the 2003 Oakland A's Fanfest. Your participation at the National Organ Donor Awareness area was inspirational and hopeful to the fans in attendance. It was a noble way to honor the memory of Melinda Ohler by encouraging fans do donate blood and participate in the different organ donor programs.

Through the combined efforts of the Oakland Athletics and the San Francisco and Oakland Fire Departments, we were able to bring a positive impact to the community. In the future please feel free to contact me if there is anything that I can possibly do for you. Again, thank you and best wishes.

Sincerely,

Ken Pries
Vice President
Broadcasting & Communications
Oakland Athletics Baseball Company

Oakland Athletics Baseball Company
Network Associates Coliseum • 7000 Coliseum Way • Oakland, California 94621
Administration (510) 638-4900 • Ticket Office (510) 638-0500 • Season Ticket and Group Service Office (510) 568-5600
Marketing FAX (510) 568-3770 • PR/Media FAX (510) 562-1633 • Executive/Baseball FAX (510) 563-2376
www.oaklandathletics.com

January 31, 2003

Dear Chief Trevino,

I received your letters in response to my plea to reduce paper waste in the firehouses. I want to thank-you profusely for your attention to this matter! The action you have decided to take in switching from wasteful laser printouts to the old-style dot-matrix fan-fold printouts will reduce paper waste dramatically. This will result in saving so many precious trees not to mention money, water, and energy. So, I now eagerly await the implementation of these printers.

On a side note, I thought you might be interested to know that I shared this news with my personal friend Julia Butterfly Hill who is best known for her 2+ year tree-sit in a Northern California redwood tree several years ago. She is today and avid activist and environmentalist as well as author of two books, one of which is titled "One Makes A Difference" and outlines how everyday people can make even small changes that will truly improve our world simply by taking action. Her response to the news of your pledge to reduce paper waste was nothing short of ecstatic. So on behalf of Julia and myself, I want to thank-you again for your commitment to the environment, to consciousness, and to right action!!

Sincerely,

Firefighter/Paramedic Brie Mathews

Chief Trevino, 1/28/02

I always feel a sense of pride and well being when I'm standing on the sidewalk and your team is answering a fire alarm. I know enough of the history of San Francisco to know that rebuilding the city used to be the norm before we had the kind of men and women who put their lives out there for us every day to keep us safe, minimizing the conflagration. I am also aware of the behind the scenes work you do to avert the possibility that greed could motivate an owner to expedite gain.

But I never personally experienced the heroic and care-giving qualities of your staff until 12/20/02 at 4pm. I fell down the stairs at club one in the Fairmont Hotel. It was only a few minutes before Captain Jeff Myers, Paramedics Erik Brown and Mike Selva answered the call. Even though I was not a critical situation, I was in excruciating pain. They assessed the situation immediately and acted.

They were very gentle with my injury.

They didn't let me go into shock by engaging me in a dialogue.

They listened to me & gave me what I needed to feel safe and secure.

They carefully removed me from the building - no easy task there.

They loaded me into the ambulance carefully, lovingly and kept me warm sence I was in gym clothes.

They administered pain meds when they realized I was getting crazy and relieved my suffering.

They delivered me to the ER and didn't leave me until the hospital staff took over.

But most importantly, they treated me with respect and humor. They realized, as they went about their professional tasks, that I was a human being, an individual and responded to me as such. If I chose to joke about my peril, they would deliver in kind. By recognizing what I needed, they alleviated some of my fear & terror of what had happened to me. I felt as if I were in the arms of "angels" and I was safe, secure!

Please thank and give special recognition to Jeff Myers, Erik Brown and Mike Silva. They are my heros. I am the richer for having crossed their paths. They give themselves selflessly to people in crisis and need. I am so thankful for them being there for me. When the trucks and ambulances pass me on the sidewalk now, I will have moist eyes remembering my good fortune and grateful and thankful that Jeff, Eric and Mike are on the job helping others. Would you please give them "a hug and kiss" and an enormous "thankyou" for me?

God bless them and all fire fighters.

Dianne Dahlberg

01 Stockton St #6
an Francisco CA 94108
956-1421

John Gould, British, 1804–1881
Colored lithograph from
A Monograph of the Trochilidae or Humming Birds
London, 1850–61
The Arents Collections,
THE NEW YORK PUBLIC LIBRARY
Published by
THE METROPOLITAN MUSEUM OF ART

© 1986 MMA

11-08534-7

/03

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Meeting, Thursday, March 13, 2003 – 4:00 p.m.

698 Second Street ▪ Room 221 ▪ San Francisco ▪ California ▪ 94107

Item
No.

DOCUMENTS DEPT.

MAR 2 4 2003

SAN FRANCISCO
PUBLIC LIBRARY

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Russell S. Roeca (4:20 P.M.)
Commissioner	Pat Norman
Commissioner	Carlota del Portillo
Commissioner	Paul A. Conroy

Also Present

Terence Howzell, Counsel for the San Francisco Fire Department
Margaret Baumgartner, Deputy City Attorney

2. PUBLIC COMMENT

There was no public comment

3. CLOSED SESSION TO CONFER WITH LEGAL COUNSEL

Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to discuss the matter of John Darmanin vs. CCSF, et al (U.S. District Court, Northern California, Case No. 974703 MHP)).

1. Commissioner del Portillo moved for closed session and Commissioner Norman seconded. The Commission went into closed session at 4:10 p.m.
2. There was no public comment pertaining to the closed session.
3. The Commission reconvened in open session at 5:30 p.m.
    a. Commissioner Roeca moved and Commissioner del Portillo seconded not disclose any action taken in closed session.
    b. Commissioner Norman moved and Commissioner del Portillo seconded not disclose any discussion held in closed session.

4. ADJOURNMENT

There being no further business, the meeting was adjourned at 5:35 p.m.

Tania Bauer
Secretary

No. 03-06

FIRE COMMISSION

City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 03-07

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – March 13, 2003 - 6:00 p.m.
698 Second Street, Room 102

Item
No.

DOCUMENTS DEPT.
MAR 24 2003
SAN FRANCISCO
PUBLIC LIBRARY

1. **ON ROLL CALL,** the following were noted present:

President Stephen A. Nakajo
Vice President Russell S. Roeca
Commissioner Pat Norman
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

Mario H. Treviño - Chief of Department
Raymond Balzarini - Deputy Chief, Operations
Joseph C. Asaro - Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Khairul A. Ali - Division of Management Services
Joanne Hayes-White - Division of Training
Paul D. Jones - Division of Support Services (Acting)
Thomas E. Harvey - Division of Fire Prevention & Investigation (Acting)
Jane Smith - Division of Emergency Medical Services (Acting)

Chief Officers – Staff:

Lorrie A. Kalos - Administration

Chief Officers – Firefighting Services:

Aaron C. Stevenson - Division 2
Richard D. Bracco - Division 3

2. APPROVAL OF THE MINUTES

Regular Meeting of February 27, 2003.

Commissioner del Portillo moved and Commissioner Norman seconded.

Commissioner Conroy wished to correct his statement under *Item 5. Public Comment*. He wished it to read ". . . and in ensuring that response times are maintained at least at their current levels".

There were no further questions or discussion and the minutes were approved as amended.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through F.4., except F.5.) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission. At the request of Commissioner del Portillo, Item 3.F.5. was removed from the Consent Calendar.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during February 2003.

Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during January 2003.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, February 1 through February 14, 2003.

B. Return to Former Classification

Reporting that H51 Assistant Deputy Chief II Johnny R. Lo has been returned to his permanent position as H40 Battalion Chief, effective February 5, 2003.

C. Suspension

Reporting suspension of the following:

No./Rank of Members	*Unit*	*Days*	*Dates*	*Violation of*
1/H20 Lieutenant	Engine 6	2	03-08-03 thru 03-09-03	Sec. 3935 (False Reports and False Testimony)
1/H2 Firefighter	Engine 6	10 work days	03-10-03 03-11-03 03-13-03 03-14-03 03-16-03 03-17-03 03-19-03 03-20-03 03-22-03 03-23-03	Sec. 3926 (Tardiness & Failure To Report)

D. Termination

Amending Item 3.F – Separation, Minutes of 01-23-03, to report termination of Provisional 7514 General Laborer Brandon Yanez to be effective close of business January 14, 2003, instead of January 15, 2003.

E. Recoveries for Damages to SFFD Property

Submitting report from City Attorney's Office on recoveries for 2002:

Damaged Property	*Location*	*Amount*	*Date of Incident*
Fire Hydrant	14th/Mission	$ 1,075.04	12-11-01
Fire Hydrant	1st/Natoma	1,510.69	01-23-02
Fire Hydrant	Greenwood/Colon	3,119.89	03-20-02
Fire Hydrant	Kearny/Chestnut	8,963.83	04-09-02
Motorized Valve Controller Box	7th/Brannan	72,744.00	08-08-02

F. Communications Received by Commission

The following communications have been received by the Commission from February 21, 2003, through March 6, 2003:

1. From John Hanley, President, San Francisco Firefighters Local 798, forwarding to the Commission an article titled "Dubious Statistics", *American Legion Magazine*, which warns how statistics can be manipulated to support the originator's premises. Copy: each Commissioner.

2. From Jim O'Connell, Firefighter, Engine 3, comparing incident scenarios when a full box is struck using the current configuration of engines and ambulances to the proposed configuration under the expansion of the ALS program to downtown to be effective March 1st. Copy: each Commissioner and Chief of Department.

3. From James Corrigan, pointing out that even though the number of fires has decreased by 55% over the past 30 years, Workers Comp and disability payments have increased to $24 million and suggesting fraud. Copy: each Commissioner and Chief of Department.

4. From John Darmanin, requesting further information regarding the communication received by the Commission from "current Airport Fire Department personnel". Copy: File.

(Note: The following item was removed from the Consent Calendar)

5. From firefighters (list of names follows) submitting a form letter, urging the Fire Commission to recommend to Chief Treviño that no cuts be made to Fire Suppression and that it be kept at its current level during this budget crisis so that public safety would not be compromised. Copy: each Commissioner and Chief of Department.

James Cormack, CECC
Brendan McGorrin, St. 31
Micheal T. Barry, St.16
Andre C. Williams, St. 26
Eric T. Richardson, CECC
Mike Bryant, CECC
Lars Aspecin, St. 18
John Benson, St. 14
Allen M. Posey, CECC
Patric Steele, St.16
Richard Hom, St.24
David K. Sager, St.24
Alan C. Kazarian, St.24
Phil Stevens
Herman Woo, St. 24
Paul J. Saitz, St.24

Glen Kojimoto, St.14
Erin Murphy-Harp, St.18
Nicolette Devecchio, St.18
Eric Montaluo, St.18
Jonathan Low, St.18
Gil Intengan, St.18
Gayle Alexander, Eng.18
Ronald Johansen, St.18
Beth Goudreau, St. 18
John Kosttein, St. 18
Dan Tauber, St.18
Thomas McDonagh, St. 18
Joseph Beam, St.40
Michael Coleman, St. 18
Myron Scott, St. 18
Wayman Duncan, St.18

Nick Gentile, St. 6
Charlie Hallgren, St. 6
Jon Del Bino, St.6
Kenneth W. Hupke, St.11
Gary Dolan, St.11
John Cremen, St. 11
Paul McDonagh, St. 11
Chris Gargano, St.11
John Bettencourt, St.11
Mario Romero, St.11
Ross Conroy, St.11
Jonathan Okamura, St.11
Terry Dailey, St.11
Robert A. Toutjian, St.11
Darryl Dair, St.11
Albert D. Bronson Jr, St.11

Niel G. Morrison, St.24
Gary Gautier, St.24
James Harrington, St. 24
Joseph M. Barbero, St.24
Gary Smith, St. 24
Steve Rascon, St. 24
Vincent Passanisi, St.18
Richard Pasquinelli, St. 18
Kyle Merkins, St.18
Greg Wyrsch, St.11
Michael Shanley, Truck 18
Robert Milici, St.2
John Ashbrook, St. 16
Ramon Simon, Truck 16
Alison Greene, St. 38
Kjeil Harshman, St.6
Rob Ramirez, St.6
David T. Tracey, St. 6
Eugene Eden Jr., St. 6
Cornelius A. Lucey, St.11
Ronald Robinson, St.11
Robert Cappa, St.11
Gary S. Leal, Batt.6
Steven Kazarian, St.11
Rex Hale, St.11
Steve Gonzales, St. 6
John Melanephy, St. 6
Dan Griffin, St. 6
Joe Fitzgerald, St. 6
Sebastian Wong, St.11

Commissioner Conroy moved and Commissioner Roeca seconded. There were no questions or discussion and Items A through F.4., except F.5., on the Consent Calendar were approved or ordered filed as appropriate.

Item Removed

The following item (3.F.5.) was removed from the Consent Calendar:

5. From firefighters (list of names follows) submitting a form letter, urging the Fire Commission to recommend to Chief Treviño that no cuts be made to Fire Suppression and that it be kept at its current level during this budget crisis so that public safety would not be compromised. Copy: each Commissioner and Chief of Department.

James Cormack, CECC
Brendan McGorrin, St. 31
Micheal T. Barry, St.16
Andre C. Williams, St. 26
Eric T. Richardson, CECC
Mike Bryant, CECC
Lars Aspecin, St. 18
John Benson, St. 14
Allen M. Posey, CECC
Patric Steele, St.16
Richard Hom, St.24
David K. Sager, St.24
Alan C. Kazarian, St.24
Phil Stevens
Herman Woo, St. 24
Paul J. Saitz, St.24
Niel G. Morrison, St.24
Gary Gautier, St.24
James Harrington, St. 24
Joseph M. Barbero, St.24
Gary Smith, St. 24
Steve Rascon, St. 24
Vincent Passanisi, St.18
Richard Pasquinelli, St. 18
Kyle Merkins, St.18
Greg Wyrsch, St.11
Glen Kojimoto, St.14
Erin Murphy-Harp, St.18
Nicolette Devecchio, St.18
Eric Montaluo, St.18
Jonathan Low, St.18
Gil Intengan, St.18
Gayle Alexander, Eng.18
Ronald Johansen, St.18
Beth Goudreau, St. 18
John Kosttein, St. 18
Dan Tauber, St.18
Thomas McDonagh, St. 18
Joseph Beam, St.40
Michael Coleman, St. 18
Myron Scott, St. 18
Wayman Duncan, St.18
Michael Shanley, Truck 18
Robert Milici, St.2
John Ashbrook, St. 16
Ramon Simon, Truck 16
Alison Greene, St. 38
Kjeil Harshman, St.6
Rob Ramirez, St.6
David T. Tracey, St. 6
Eugene Eden Jr., St. 6
Cornelius A. Lucey, St.11
Nick Gentile, St. 6
Charlie Hallgren, St. 6
Jon Del Bino, St.6
Kenneth W. Hupke, St.11
Gary Dolan, St.11
John Cremen, St. 11
Paul McDonagh, St. 11
Chris Gargano, St.11
John Bettencourt, St.11
Mario Romero, St.11
Ross Conroy, St.11
Jonathan Okamura, St.11
Terry Dailey, St.11
Robert A. Toutjian, St.11
Darryl Dair, St.11
Albert D. Bronson Jr, St.11
Ronald Robinson, St.11
Robert Cappa, St.11
Gary S. Leal, Batt.6
Steven Kazarian, St.11
Rex Hale, St.11
Steve Gonzales, St. 6
John Melanephy, St. 6
Dan Griffin, St. 6
Joe Fitzgerald, St. 6
Sebastian Wong, St.11

Commissioner del Portillo explained that she wished to comment *on Item 3.F.5. Communications received by the Commission,* which was a form letter submitted by numerous firefighters urging the Fire Commission to recommend to Chief Treviño that no cuts be made to Fire Suppression during this budget crisis in order that public safety would not be compromised. She stated that the letter implied that the Chief was in favor of cuts and she wished to emphasize that both the Chief and the Commission are strongly opposed to any cuts. Furthermore, every effort has been made in arguing for preserving at least the present level of the budget. Commissioner del Portillo believed that the letters should have been sent to the Board of Supervisors, with copies to the Commission and the Chief, indicating that the writers were joining the Commission and the Chief in the fight to preserve the present level of funding.

Commissioner Conroy agreed with Commissioner del Portillo, and noted that in his conversations with the Chief there has never been any indication that he thought of or wished to make any cuts in Fire Suppression. Commissioner Conroy declared that the Chief has been fully in favor of maintaining frontline personnel in both Fire Suppression and EMS at its current level, which is reflective of his own stand.

Commissioner Norman suggested that since it was unclear why the Commission received these letters, the Commission should respond to each one and inform the writer that their letter should have gone to the Board of Supervisors, who will be making the final decision. She reiterated that the Commission, along with the Chief and his management staff, opposes any cuts.

Commissioner del Portillo, in agreement with Commissioner Norman, believed that the misconception should be clarified by responding to the writers and explaining the role of the Commission and the position that the Chief and the Commission have taken regarding budget cuts.

President Nakajo thanked the Commissioners for their suggestion and noted that he would work with the Secretary to communicate the information to the members.

Commissioner del Portillo moved and Commissioner Roeca seconded. There were no further questions or discussion and the above item was unanimously approved.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted seven letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department Mario H. Treviño on monthly status of department personnel, equipment and apparatus for February 2003.

Mario H. Treviño, Chief of Department, had nothing to add beyond what had been submitted in writing.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Report on Greater Alarms and Significant Incidents

Raymond Balzarini, Deputy Chief, Operations presented the report.

February 15, 2003 – 606, 608, 610 Lake Street
At 01:33 hours, 4th alarm fire in a residential occupancy, four-story multi-unit Type 5 building: 41 units and 132 firefighters responded, combined damage to building and content $2 million. No injuries or deaths. Cause of fire under investigation. Incident Commander: Chief Treviño.

February 18, 2003 – Embarcadero Center 1, 301 Clay Street
At 5:14 hours, 2nd alarm in a 44-story, Type 1 commercial occupancy building: 25 units and 73 firefighters responded. Cause was steam rising from building. No damage or injuries.

February 22, 2003 – 1314 Gate View, Treasure Island
At 3:33 hours, 2nd alarm in a two-story, multi-dwelling residential unit, Type 5 building: 21 units and 67 firefighters responded, $50,000 damage to building: Cause was due to natural gas explosion and was confined to attic. Incident Commander: Chief Bracco.

March 1, 2003 – 440 Davis Court
At 20:35 hours, 2nd alarm in a 21-story, Type 1 residential building: 28 units and 77 firefighters responded. Cause was burning trash in garbage chute. Incident Commander: Chief Stevenson.

March 5, 2003 – 541 Missouri Street
2nd alarm in three-story, Type 5 residential building: 10 units and 60 firefighters responded. Cause was accidental and one person was displaced.

Significant Incidents
(1) One bomb incident, (2) three hazardous materials incidents, (3) two shootings, (4) two surf and cliff rescues, and (5) two large natural gas leaks.

D. Report from Emergency Medical Services

Marshal Isaacs, M.D., SFFD Medical Director, and EMS staff

Jane Smith, Acting EMS Chief, stated that she had nothing new to report.

E. Memorial Wall

In accord with Section 3608 of the Procedure Guide, and based on the recommendation of Chief of Department and the Memorial Committee, requesting that the name of Melinda J. Ohler be added to the Memorial Wall.

Commissioner Roeca moved and Commissioner Norman seconded. There were no questions or discussion and the request to add the name of Firefighter Melinda J. Ohler to the Memorial Wall was approved on recommendation of Chief of Department.

F. Fire Commission Resolution 03-2 (Cont'd from Meeting of 02-27-03)

Submitted for adoption Resolution No. 03-2 to increase fees for the provision of Emergency Medical Services.

Commissioner del Portillo moved and Commissioner Norman seconded.

President Nakajo stated that Resolution 03-2 was not adopted at the last meeting because the Commission had questions which went unanswered.

Commissioner Conroy wished to know if this resolution proposed the ability for the Fire Department to bill for certain services, such as ambulance transport. Chief Smith confirmed this and added that the Department would now have the ability to also charge for materials and supplies used when a paramedic responded in an ambulance but not for EMT's or ALS engine responses.

Commissioner Conroy inquired about the amounts charged for these services. Chief Smith responded that Andy Zanoff, EMS Captain, EMS Administrative Services, would provide the answer. Captain Zanoff stated that the fees are calculated by the EMS Division's independent third-party billing company, Allied Information Services. This company performs industry-wide research and presents the fees which are customary throughout the state. Commissioner Conroy wished to acertain that the Department did not make a profit from the fees. Both Chief Smith and Captain Zanoff assured the Commission that there is no profit made from these fees and rates.

Margaret Baumgartner, Deputy City Attorney, explained that last year the Board of Supervisors set the base rate for fees for ambulances, both BLS and ALS ambulances, in an uncodified ordinance. The rates before the Commission would become a codified ordinance and are consistent with those rates in the Medical Consumer Price Index. Furthermore, prior to this piece becoming legislation, the Budget analyst must review it and ensure that no profit is being made and that the fees reflect the actual costs.

Discussion ensued with Commissioners asking questions and Margaret Baumgartner, Deputy City Attorney, and EMS staff responding.

There were no further questions or discussion and Resolution No. 03-2 was adopted.

G. FY 2003-04 Budget (Cont'd from Meeting of 02-27-03)

Review and submittal of FY 2003-04 Preliminary Baseline Budget to Mayor's Office

(Note: This item was continued to the meeting of March 27, 2003)

H. Public Comment

Marshal Isaacs, M.D., SFFD Medical Director, explained that at the meeting of February 18, 2003, following the EMS presentation on the expansion of ALS engines, he had used a poor choice of words in describing a situation which was beyond the skills of an EMT's Basic Life Support skills and that nothing could be done until a Paramedic arrived on the scene. Dr. Isaacs believed that his use of the term "nothing" was taken out of context by John Hanley, President, San Francisco Firefighters. Dr. Isaacs explained that he did not mean firefighters are "nothing", just the opposite, he has the greatest regard for the men and women of the Department who function as first responders, EMT's and paramedics. Dr. Isaacs wished to apologize to Mr. Hanley, to the Executive Board of Local 798, and to the men and women of the Department for his choice of words in arguing for the expansion of the ALS engine program.

Ken Smith, Firefighter, Station 5, referred to the form letter sent to the Commission and agreed that it should have been sent first to the Board of Supervisors since he believes both the Chief and the Commission are fighting against any budget cuts to services. The letter was meant as a commitment against budget cuts by the rank and file and not as a reprimand.

Commissioner Norman thanked Mr. Smith for his statement regarding the intent of the form letter from the rank file and advised that knowledge of the political process is essential if one wishes to be effective. She wished to point out that the Chief of Department and his staff had been working tirelessly to retain every bit of funding for the Department and that the Chief has the full support of the Commission in this endeavor.

In addition, Commissioner Norman wished to address a column in the *Main Line* that she believed to be divisive and which minimized and belittled the work of emergency medical and rescue services and the personnel that provided them. She reminded everyone that the merger had been agreed to by both the Fire and Health Departments, that it is essential that EMS and Fire Suppression work together, and that continuous confrontations are demoralizing and prevent the Department from moving forward. Furthermore, she believed that Dr. Isaac's statement was taken out of context and there should not have been a need for his apology since his work alongside firefighters speaks for itself.

Commissioner Roeca declared that at this difficult time, it was incumbent on the members of this Department to stand together and to work together without the interference of personal politics or personal attacks. He was disheartened to hear Dr. Isaac's apology since it did not seem to be a fair assessment of his work and contribution to the Department.

Commissioner del Portillo was in agreement with Commissioners Norman and Roeca. She thanked Dr. Isaac's for his excellent work for the Department, and did not see a need for his apology but accepted it as being offered for the sake of peace. In addition, she wished to point out to the rank and file that it was not the Chief nor the Commission that needed to be urged regarding budget cuts but they should start with the Governor, the Mayor, the Board of Supervisors or whoever is recommending the budget cuts. She suggested that the members of the Department must first recognize a need for change since continuing to hurt each other will only diminish the Department, and survival will be dependent on being united – accepting the differences, defending each other and standing together.

Commissioner Conroy thanked Mr. Smith for his suggestion that the form letter from the rank and file was meant in a positive way as encouragement to the Commission to continue the fight against budget cuts. Commissioner Conroy acknowledged Dr. Isaacs work for the Department and declared that he has heard Dr. Isaacs express his admiration and respect for the members of the Department.

In addition, Commissioner Conroy noted that change is never easy and the merger has not been easy either for Suppression or EMS. He wished to see a process established for sharing concerns and ideas over the merger, or other issues of concern to members. Commissioner Conroy believes that a process similar to the previous EMS Roundtable, co-chaired by Commissioners Norman and Roeca, or another type of process would be helpful to the members and the Department.

Commissioner Nakajo voiced his appreciation of Mr. Smith's interpretation of the rank and file's form letter as members wishing to express their concern over firehouse closures. He acknowledged that in light of the large budget deficit, the Department has to review all programs and jobs with their associated duties and responsibilities. The Commission believed that this is the time to work together and no service is any more expendable than another. Commissioner Nakajo used an example from his work with seniors that he believed could serve as an example for the Department: when an engine arrives to assist seniors in medical emergencies, they do not differentiate whether one is a firefighter and one is a paramedic but whoever jumps off the rig is the person who helps them. In regard to Dr. Isaac's comments indicating disrespect to members in Suppression, he had not perceived it in such a way. He accepted it in the context of the commitment that the Commission had made several years ago to ALS engines program and is still charged with its implementation.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:10 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

SAN FRANCISCO FIRE COMMISSION

RESOLUTION 03-2

WHEREAS, the existing Health and Safety Code Section 117 has become obsolete and Health and Safety Code Sections 119, 120, 123, 123.1, 124.5 do not differentiate the San Francisco Fire Department as an entity for provision of Emergency Medical Services separate from the Department of Public Health; and

WHEREAS, the existing Health and Safety Code Section 128 does not specify fees for Emergency Medical Services provided by the San Francisco Fire Department separate from those for the Department of Public Heath; and

WHEREAS, there is a cost incurred by the Fire Department for the provision of Emergency Medical Services; and

WHEREAS, the assessing of fees would enable the Fire Department to obtain recovery of costs for the provision of Emergency medical services; and

WHEREAS, San Francisco Administrative Code 3.7 requires the Board of Supervisors to approve fees charged by the Department; now, therefore, be it

RESOLVED, that the Fire Commission approves the amendment of the Health and Safety Code Sections 119, 120, 123, 124.1, 124.5, and the creation of Section 128.1 and urges the Mayor to submit the attached proposed Ordinance to the Board of Supervisors for adoption.

Adopted at the Regular Meeting of the San Francisco Fire Commission on March 13, 2003.

Ayes: Nakajo, Roeca, Norman, del Portillo, Conroy

T. B

Tania Bauer, Commission Secretary

charles SCHWAB

101 Montgomery Street San Francisco California 94104
tel (415) 627-7000

February 20, 2003

Mario H. Treviño, Fire Chief
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107-2015

Dear Chief Treviño,

It gives me great pleasure to send this letter of appreciation to Lt. Juanita Hodge of the San Francisco Fire Department for the remarkable contribution she has made in helping us to ensure the safety of our employees at work, home, and in the community.

Because of your highly informative NERT training we believe that our employees are better equipped to handle safety issues in the work environment and in their communities. Because of the global/social changes we are experiencing today, we are convinced that the service provided to us by you is an example of the safety consciousness that should be employed to ensure the safety of America at large.

We thank you and look forward to working with you again in the near future.

Sincerely,

Patricia Rivas
Senior Manager
STech Management Business Continuity Services

Cc: Lt. Juanita Hodge
Christina Caldwell
Carol Wells

Charles Schwab & Co. Inc. Member SIPC / New York Stock Exchange and Other Principal Stock and Options Exchanges

FROM THE OFFICE OF

EILEEN D. LUDWIG

February 13, 2002

Mario Trevino
Chief San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107

On January 29 I went into respiratory distress at Costco on 10th Street in San Francisco. I asked a very kind and helpful clerk in the Eyeglass Department to call 911. A group of paramedics from Engine 7 arrived within minutes and helped me to breathe again. They then took me to the San Francisco General Hospital Emergency Unit where I was given immediate and superb attention by its doctors and nurses.

I would like to thank Paramedics Don Peters and Megan Franzen and all the members of Ambulance Medic 29 and of fire engine company number 7. Lieutenant Joe Morrison, Engine Driver Duane Rivera, EMT Darius Luttropp and Paramedic Eric Rubalcava were among those who may have saved my life. I don't know if all of them were involved as things happened so quickly that neither my husband nor I were able to take names.

I am enclosing a contribution of $2,500 made out to the SF Fire Department to be used by members of Ambulance Medic 29 of Engine Company 7 of the San Francisco Fire Department for whatever purpose they think will best assist their Paramedic Program. They are a fantastic group of dedicated and competent public employees and the City should be proud of them and their wonderful life saving work.

My thanks also to Courtney Broaddus, M.D. at San Francisco General who gave us such fine service and the names of all the Firemen who helped me.

Best regards,

Eileen D. Ludwig

Eileen D. Ludwig

cc: Mayor Willie Brown
San Francisco Board of Supervisors
Dr. Courtney Broaddus, San Francisco General Hospital
Dr. Michael Bishop, Chancellor, UCSF
Tim True, Manager, Costco

66 Montclair Terrace • San Francisco, California • 94109
(415) 441-5252 • E-mail: LudwigInSF@aol.com • (415) 441-5596 fax

ONE MARKET
RESTAURANT

February 6, 2003

Chief Mario,
My name is Michelle Rosales. I am a manager at One Market Restaurant, where your paramedic crew responded on Thursday, January 30, of this year. I just wanted to drop you a quick note letting you know how professionally your crew handled the situation that evening. They were in and out without most if our diners evening realizing that there was a situation going on. I unfortunately did not get the names of the two gentlemen that responded but they treated a gentleman for a shellfish reaction at about 9:00 pm. I just want to thank them again and let you know how fortunate you are to have people of their caliber working for you.

Sincerely,

Michelle Rosales
Manager

UNITED
FIRE
SERVICE
WOMEN
SAN FRANCISCO

San Francisco Fire Department
Chief of the Department, Mario Treviño
698 Second Street
San Francisco, CA 94107

February 5, 2003

Dear Chief Treviño:

About 3 weeks ago while I was out at T.I. Dan Foley approached me and offered to teach any of the women in the Department roof ventilation techniques if I put the group together. I jumped on the offer and emailed the woman on the UFSW email list and scheduled 2 classes on February 4th and 5th. Both classes were a huge success and very informative! Dan was a great instructor.

I would also like to express my appreciation to you and Captain Russ Albano for the access to Treasure Island.

Sincerely yours,

Sig Wallen
Firefighter/Medic
Medic 12

AARP
CHAPTER

San Francisco, Ca.
Feb 11, 2003

Mario Trevino
Chief of Dept.
698-2nd St.
S.F. 94107

Dear Sir
We thank you for letting us have the privilege of hearing Lt Juarez speak to us on Fire Safety.

We are a Chapter of A.A.R.P. Sunset chapter #2822. We meet once a month on the 3rd Saturday at 10:00 AM. We meet at the A.P. Giannini Middle School, located at 38th and Ortega in the cafeteria. We thank you for letting Lt Juarez speak, which I'm sure will be of interest to all.

If you have any questions please call our president. Mr Louis Samarzes at 731.6840.

Sincerely
Dora Solari, Secty.

A Chapter of the American Association of Retired Persons, Inc.

Joan M Aanonsen
701 Rockdale Drive
San Francisco, CA 94127
(415) 587-3587
(415) 939-4420

hief of Department, Mario Travino
98 2nd Street
n Francisco, CA 94107

ar Chief Travino

This is just a quick note of thanks to one of your fire hters- Frank Marino and to your department that fosters ch compentent people.

I was injured after a fall in the parking lot of Joes of tlake. I was cut in two places on my face requiring 24 hes. I was bleeding, stunned and disoriented. Off duty cer Marino immediately came to my aid setting his own nes plans aside. There was nothing he could do medically wever, he tended to my fears and helped calm me down. had already called 911

It was an act of kindness, compassion and humanity. was an act of a man of action exercising his professional ining even when off duty. It was an act of a fireman.

Fireman Marino was and is greatly appreciated.

Thank you,
Joan M Aanonsen

www.training.ibm.com/ibmedu

o:Fire Chief
Mario Trevino
698 Second Street
San Francisco, Ca.
94107

Feb. 10, 2003

From: Debra Young
1870 Virginia Ave
Novato, Ca. 94945

Dear Chief Mario Trevino,

I was involved in a hit and run accident on Sunday, Dec. 22, 2002 at 21st and Mission Streets in San Francisco, approx. at 10:00 a

I want to commend two of your paramedics that helped me out that day. They were paramedics Al Garzi and Mami Suzuki. Their Kindness, Courtesy and professionalism shown to me on that day helped me get through some very tough circumstances.

These 2 fine paramedics did not have to take me to my Church after the accident, but they did anyway. My car was disabled and I had a present to deliver for a little boy at an Abused Women's Shelter. I really appreciated this good deed more than words can say. The Kid and his mom in the shelter had it a lot worse than me. I pray, that their family goes on and will be stronger in the future.

God bless your 2 paramedics Al Garzi and Mami Suzuki. Thanks again Al, and Mami. I wanted to write this letter sooner, but I have been sick with pneumonia.

Sincerely,
Debra Young

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SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Meeting, Thursday, March 27, 2003 – 4:00 p.m.

698 Second Street ▪ Room 221 ▪ San Francisco ▪ California ▪ 94107

DOCUMENTS DEPT.
APR - 7 2003
SAN FRANCISCO
PUBLIC LIBRARY

Item
No.

1. ROLL CALL

President	Stephen A. Nakajo
Vice President	Russell S. Roeca
Commissioner	Pat Norman
Commissioner	Carlota del Portillo
Commissioner	Paul A. Conroy

Also Present

Terence Howzell, Counsel for the San Francisco Fire Department (4:15 p.m.)
Margaret Baumgartner, Deputy City Attorney

2. PUBLIC COMMENT

There was no public comment

3. CLOSED SESSION TO CONFER WITH LEGAL COUNSEL

Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to discuss the matter of John Darmanin vs. CCSF, et al (U.S. District Court, Northern California, Case No. 974703 MHP)).

1. Commissioner Conroy moved for closed session and Commissioner del Portillo seconded. The Commission went into closed session at 4:20 p.m.
2. There was no public comment pertaining to the closed session.
3. The Commission reconvened in open session at 5:40 p.m.
    a. Commissioner Roeca moved and Commissioner Conroy seconded not disclose any action taken in closed session.
    b. Commissioner Norman moved and Commissioner del Portillo seconded not disclose any discussion held in closed session.

4. ADJOURNMENT

There being no further business, the meeting was adjourned at 5:45 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

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27/03

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 03-09

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – March 27, 2003 - 6:00 p.m.
698 Second Street, Room 102

Item
No.

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APR - 7 2003
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PUBLIC LIBRARY

1. **ON ROLL CALL,** the following were noted present:

President Stephen A. Nakajo
Vice President Russell S. Roeca
Commissioner Pat Norman
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

Mario H. Treviño - Chief of Department
Raymond Balzarini - Deputy Chief, Operations
Joseph C. Asaro - Deputy Chief, Administration
Gary P. Massetani - Chief of Staff

Assistant Deputy Chiefs – Staff:

Khairul A. Ali - Division of Management Services
Joanne Hayes-White - Division of Training
Paul D. Jones - Division of Support Services (Acting)
Thomas E. Harvey - Division of Fire Prevention & Investigation (Acting)
Jane Smith - Division of Emergency Medical Services (Acting)

Chief Officers – Staff:

Lorrie A. Kalos - Administration
Marshal Isaacs, M.D. - Emergency Medical Services

Chief Officers – Firefighting Services:

John F. Harrington - Division 2 (Acting)
Richard D. Bracco - Division 3

2. **APPROVAL OF THE MINUTES**

Regular Meeting of March 13, 2003, and Special Meeting of March 13, 2003.

Commissioner Roeca moved and Commissioner del Portillo seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through I) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Management Services

Submitting monthly report from Division of Management Services concerning activities performed during February 2003.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, February15 through February 28, 2003.

B. Appointments

Reporting the following PERMANENT appointments effective *November 27, 2001*:

H3 Firefighter/Paramedic

Craig Johnson
Gabriel Lopez
Jon Sargent
Christopher Heuerman
Leonard Caulder
Richard Gering
John Hoecker
Michael Hastey
Darren Brannan
Kjell Harshman
Erik Brown
Sean Bonnetti
Jason Simmons
Donald Barrick
Gerald Mansur, Jr.
Philip Benson
Timothy McHale
Bruce Fine
Jared Kunkel
Damon O'Brien
Eric White
Kenneth Dunn
Neil Hopper
Michael Fucciolo
David Zwyer
Daniel Peters
Ryan Crean
Dominic Ottoboni
Michael Ferrara
Robert Miller
Art Ruiz
Charles Hardiman
Michael Moynihan
Matthew Schwartz
Timothy Tiernan
Scott Stein
Gregory Stangland
John Stanfield

Reporting the following PERMAMENT appointment effective *MARCH 12, 2003*:

1824 Principal Administrative Analyst

Jane L. Mason

Reporting the following PERMANENT appointment effective *FEBRUARY 20, 2003:*

1224 Principal Payroll & Personnel Clerk

Connie S. Yee

C. Appointment - Correction

Reporting the following PERMANENT appointment effective *DECEMBER 18, 2002:*

1222 Senior Payroll & Personnel Clerk

Belinda P. Chin

(Note: Amending Item 3.B – Appointments, Minutes of 01-23-03, to reflect a change in the effective date from 01-04-03 to 12-18-02)

D. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Maloney, George W.	H50 Assistant Chief	Service	Feb. 18, 2003
Austin, Ozell	H40 Battalion Chief	Service	Mar. 08, 2003
Carlomagno, Joseph R.	H40 Battalion Chief	Service	Mar. 07, 2003
Ahern, Eugene M.	H20 Lieutenant	Service	Mar. 01, 2003
Cottrell, Peter J.	H20 Lieutenant	Service	Mar. 29, 2003
Dryden, David	H20 Lieutenant	Service	Mar. 15, 2003
Jonasson, Richard W.	H20 Lieutenant	Service	Mar. 01, 2003
Ness, Robert E.	H20 Lieutenant	Service	Mar. 08, 2003
Callen Jr., Thomas P.	H4 Inspector	Service	Mar. 29, 2003
Calkin, Elbert R.	H2 Firefighter	Service	Mar. 05, 2003
Cunnie Jr., James F.	H2 Firefighter	Service	Feb. 22, 2003
Murphy, Gerald F.	H2 Firefighter	Service	Mar. 29, 2003

(Retirement Certificates will be presented at Fire Commission meeting of May 22, 2003)

E. Leave of Absence

Submitting request for leave of absence with pay for Lieutenant Juanita Hodge, NERT Program Coordinator, for four days, May 19 through May 22, 2003, in order to attend the "Community Emergency Response Team" (CERT), Train-the-Trainer course, at FEMA's National Emergency Training Center in Emmitsburg, Maryland. There is no cost to the San Francisco Fire Department. Lieutenant Hodge will not be replaced.

F. Leaves of Absence with Pay

Submitting requests for leaves of absence with pay for the time period from December 2002 through May 2003 for the following:

No. of Members	Rank	*Total amount of leave (days)*
15	H2 Firefighter	343
2	H3 Firefighter/Paramedic	16
1	A/H4 Inspector	20
5	H20 Lieutenant	54
2	H30 Captain	62
1	H40 Battalion Chief	40
	Total number of Days with Pay	535

Submitting requests for intermittent leaves with pay for the time period from February 2003 through March 2004 for the following:

1	H2 Firefighter	Mar. 01, 2003 – Mar. 01, 2004
1	H2 Firefighter	Feb. 24, 2003 – Feb. 24, 2004
1	H2 Firefighter	Feb. 21, 2003 – Feb. 20, 2004
1	H2 Firefighter	Feb. 01, 2003 – Feb. 01, 2004
1	H2 Firefighter	May 05, 2003 – May 04, 2004
1	H2 Firefighter	Feb. 27, 2003 – Feb. 26, 2004
1	H2 Firefighter	Mar. 10, 2003 – Mar. 09, 2004
1	H6 Investigator	Mar. 29, 2003 – Mar. 29, 2004
1	H20 Lieutenant	Mar. 01, 2003 – Mar. 01, 2004
1	T/H30 Captain	Mar. 09, 2003 – Apr. 09, 2003
1	H30 Captain	Feb. 24, 2003 – Aug. 24, 2003

G. Leaves of Absence without Pay

Submitting requests for leaves of absence without pay for the time period from December 2002 through February 2003 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
2	H2 Firefighter	59
1	2232 Sr. Physician Specialist	65
	Total number of Days w/o Pay	124

H. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Headquarters - MIS	02-3-118	12/30/02	406	C	File

Cause: Driver inattention - Department vehicle rear ended a civilian vehicle that had come to a sudden stop

Medic 14	02-3-119	1/1/03	730	C	File

Cause: While responding with emergency lights on, Medic 14 struck a civilian vehicle during a lane change

Engine 21	02-3-121	1/3/03	526	A	File

Cause: While backing into station, driver of Eng 21 failed to notice location of a parked civilian vehicle, and struck the vehicle

Truck 8	02-3-122	1/3/03	623	A	File

Cause: Trk 8 was put into training (DOT); tiller operator overcompensated while making a right turn and struck a stop sign

Battalion 6	02-3-123	1/3/03	910	B	Bill
Cause:	While responding to unit dispatch, Batt 6 entered intersection with a green light and was struck by a civilian vehicle				
Battalion 9	02-3-124	1/10/03	207	B	File
Cause:	While returning from an incident, driver of Batt 9 drove over equipment which had fallen off Trk 15				
Headquarters	02-3-125	1/15/03	271	A	File
Cause:	Misjudged clearance - While exiting HQ garage, driver of department vehicle made contact with an object, scratching the right side of the vehicle				
Engine 21	02-3-126	1/17/03	526	B	File
Cause:	While securing an emergency water supply, Eng 21 proceeded slowly through a narrow space between parked SFFD vehicles and scraped Batt 5				
Truck 9	02-3-127	1/20/03	618	A	File
Cause:	While backing into station, tiller of Trk 9 turned the steering wheel the wrong way and struck the station fuel pump				
Engine 42	02-3-128	1/22/03	0	B	Bill
Cause:	Hit and run -While Eng 42 was preparing to leave the scene of an incident, a civilian vehicle rolled backwards into Eng 42 and fled scene				
Truck 18	02-3-129	1/23/03	0	A	File
Cause:	Misjudged clearance - While backing into station, right tiller door of Trk 18 struck exhaust extractor				
BOE	02-3-130	1/24/03	934	A	File
Cause:	Driver inattention - Driver of department vehicle opened vehicle door suddenly into the path of a passing civilian vehicle				
Medic 28	02-3-131	1/24/03	722	B	Bill
Cause:	While parked at an incident with a patient in back, Medic 28 was struck by a civilian vehicle making a turn				

Engine 21	02-3-132	1/24/03	526	A	File
Cause:	During driver training, Eng 21 made steering error and struck a protective stanchion; spotters were posted, but driver did not hear				
Engine 40	02-3-133	1/27/03	507	B	File
Cause:	While stopped on a hill, Eng 40 rolled back slightly striking a firefighter in the knee				
Ambulance 93	02-3-134	1/28/03	0	B	Bill
Cause:	While transporting patient to Kaiser Hospital, Amb 93 was struck by a civilian vehicle attempting to pass				
EMS RC 2	02-3-135	1/28/03	927	A	File
Cause:	Misjudged clearance - While making a U-turn from the curb, RC 2 struck a parked civilian vehicle				
Engine 39	02-3-136	1/30/03	592	A	File
Cause:	Misjudged clearance - While turning left into a parking lot, Eng 39 struck a parked civilian vehicle				
Engine 36	02-3-137	1/30/03	514	A	File
Cause:	Misjudged clearance - While responding and attempting to pass two stopped civilian vehicles, Eng 36 scraped both vehicles				
Truck 12	02-3-138	2/3/03	624	A	File
Cause:	While responding with red lights and siren, Trk 12 struck the mirror of a parked civilian vehicle				
Engine 1	02-3-139	2/4/03	537	B	Bill
Cause:	While turning right, Eng 1 was struck by a civilian vehicle crossing over a solid white line by driver who was on the cell phone				

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

I. Communications Received by Commission

The following communications have been received by the Commission from March 7, 2003, through March 20, 2003:

1. From Melanie Schnabel, complaining about a certain house in which nine rooms are being rented without a permit. Copy: each Commissioner and Fire Prevention.

2. From James Corrigan, submitting figures from Controller's Report on excessive overtime in the Assignment Office and accusing the Fire Department of inept management. Copy: each Commissioner, Chief of Department and Deputy Chief, Administration.

4. From Brendan Ward, Director, San Francisco Firefighters Local 798, inviting Commissioners to Local 798's Mayoral Candidates Forum, with five major candidates present, at the United Irish Cultural Center. Copy: File

5. From James Corrigan, regarding missing City seals from Department assigned vehicles and illegal *Official Business* signs on dashboards of employee's private vehicles. Copy: each Commissioner, Assistant Deputy Chief, Support Services and Administrative Officer.

6. From Dave Glidden, commending the NERT program he had just finished and requesting full support for this critical service to the citizens of San Francisco. Copy each Commissioner, Chief of Department and NERT Coordinator.

7. From James Corrigan, requesting information on disabled parking at Fire Department Headquarters and the procedure to request it. Copy: Copy: each Commissioner, Assistant Deputy Chief, Support Services and Administrative Officer.

8. From James Corrigan, filing a formal complaint regarding the use *Official Business* signs distributed by the Department and used illegally by employees to gain parking advantage over private citizens in the area. Copy: each Commissioner, Assistant Deputy Chief, Support Services and Administrative Officer.

9. From James Corrigan, submitting information regarding a private vehicle parked with an illegal *Official Business* sign which allows it to be bypassed by Department of parking and Traffic control officers. Copy: each Commissioner, Assistant Deputy Chief, Support Services and Administrative Officer.

10. From James Corrigan, providing further information that no Department vehicles are exempt, even those with investigative responsibilities since no request for the exemption had been submitted to the City Administrator's Office. Copy: each Commissioner, Assistant Deputy Chief, Support Services and Administrative Officer.

11. From firefighters (list of names follows) submitting a form letter, urging the Fire Commission to recommend to Chief Treviño that no cuts be made to Fire Suppression and that it be kept at its current level during this budget crisis so that public safety would not be compromised. Copy: each Commissioner and Chief of Department.

Joseph Certain, Jr. St. 42
Chris Posey, St. 42
Michael Peterson, St. 44
Rudy Guajardo, St. 42
Ray Chavez, St. 29 (VR)
Tim Howe, (VR)

Edwin Cummings, St. 42
Edward Arce, St. 42
Daniel Garibaldi, St. 42
Mark Johnson, St. 42
Alvin Lau, D3
Gil Cortez, St. 43

Commissioner del Portillo moved and Commissioner Norman seconded. There were no questions or discussion and Items A through I on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted four letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Report

Report from Chief of Department Mario H. Treviño on current issues, activities and events in the Department.

Mario Treviño, Chief of Department, noted that no final decisions or final submittals had yet been made by the Department in the budget process. He wished to comment on the outstanding cooperation between the San Francisco Police Department and the San Francisco Fire Department during the recent anti-war protests. Chief Treviño commended Raymond Balzarini, Deputy Chief, Operations, and his command team, who operated from the EOC during that period, for their excellent cooperative effort with the Police and for dealing with what clearly constituted an emergency within the city.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Fire Commission Resolution 03-3

Submitted for adoption Resolution No. 03-3 authorizing Chief of the San Francisco Fire Department to appoint a Deputy Chief of Airport Operations.

Commissioner Norman moved and Commissioner Roeca seconded. There were no questions or discussion and Resolution No. 03-3 was adopted.

D. Fire Commission Resolution 03-4

Submitted for adoption Resolution No. 03-4 approving the sale of 418-420 Jessie Street and directing the Director of Property to take the required action under Article 1, Section 23.3, Chapter 23 of the San Francisco Administrative Code.

Commissioner del Portillo moved and Commissioner Norman seconded.

Gary Massetani, Assistant Deputy Chief, provided background information. He informed the Commission that two parcels were purchased and built on in 1920 to make a two-story firehouse. After the 1989 Loma Prieta earthquake, the surrounding buildings had not been seismically retrofitted and could have collapsed, presenting a danger to firefighters and making a response by the units impossible. Station 1 was relocated to 676 Howard, which had been originally intended as a two-company house, but currently houses three companies – Rescue 1, Engine 1, Truck 1 and the Medic 1 unit.

The Department was working on developing a station on Mission between 5th and 6th Streets but due to the City's fiscal circumstances the project has been delayed and will not be developed and finished until 2004. The project has been forwarded to the Capital Improvement Advisory Committee later development, after money is received from the Mayor's Budget Office. In the meantime, the Mayor's Budget Office will sell the building, escrow to close before June 30, 2003, to help balance the Fiscal Year 2002-03 budget deficit. The proceeds of the sale will go to the General Fund and be credited to the Fire Department.

There were no further questions or discussion and Resolution No. 03-4 was adopted.

E. License Agreement

Submitting for review and approval a license agreement between the City and Dragon Models USA, Inc., a toy company that manufactures and sells action figures as well as fire trucks and fire equipment accessories.

Margaret Baumgartner, Deputy City Attorney, wished approval of the License agreement to be moved to the next meeting since she had not reviewed the contract.

This Item was continued to the meeting of April 10, 2003.

F. FY 2003-04 Budget (Cont'd from Meetings of 02-27-03 and 03-13-03)

Review and submittal of FY 2003-04 Preliminary Baseline Budget to Mayor's Office

Christine Ragan, Chief Financial Officer, informed the Commission that the budget has not yet been settled. The Department is still facing a $19 million deficit and new directions still keep coming from the Mayor's Budget Office. The City's deficit, at this time, stands at $347 million, an increase from $315 million, due to a drop in anticipated payroll, sales and hotel taxes. Ms. Ragan stated that the Mayor's Office is further reviewing each Department's travel and training budget and discussing with all departments voluntary unpaid leave. Departments are being asked to implement proposed reductions, which had been scheduled for the next fiscal year, immediately or in this fiscal year. Furthermore, the Airport is experiencing revenue shortfalls due to fewer flights generating less revenue. Fire Department's operations may have to be scaled back but this is still being negotiated. Ms. Ragan noted that concurrent with the budget process MOU negotiations have started, with all but two contracts up for renewal. The labor negotiations are spearheaded by the Mayor's Office and the Employee Division of the Human Resources Department and, only at a later date, does the Department become involved.

Commissioner Roeca requested that a session be placed on the agenda in which a comprehensive discussion of overtime could take place, including how and for what overtime is approved, how it is scheduled, whether the Bureau of Assignments schedules and monitors it, and any other pertinent issues related to overtime. He wished this presentation to occur within the next month since it is vitally related to the budget process.

Commissioner Nakajo requested that the Chief's Office coordinate it with the Commissioner's calendars since all Commissioners wished to be present at the presentation.

G. Special Presentation

History of the SFFD Badge – Assistant Chief John S. Peoples

Scott Peoples, Assistant Chief, provided some historical background, starting with the early volunteer era days of San Francisco, early 1800's, when the city and its new residents experienced seven fires which burnt the city to the ground. It was quickly recognized that an organized effort was needed to combat these types of conflagrations. A fire department was organized with 14 different companies, including such famous ones as the Lafayette Company, the St. Francis Hook and Ladder, and the Knickerbocker of which Lillian Hitchcock Coit became a volunteer and honorary member.

Chief Peoples introduced the individuals responsible for this presentation: Paul Barry, Fire Department Historian; Michael McDowell, Curator, Fire Department of the West; and Jane Barry, Photographic Restorer, Images of the Past.

Note: A complete copy of the presentation is attached to the minutes of this meeting and will also be posted on the Fire Commission's website www.sfgov.org/fire_comm

Retirement Presentation

Commissioner Roeca noticed that Captain William DeMattei, who had recently retired, was in the audience. He wished that a Retirement Certificate be presented to him. Mario Treviño, Chief of Department, presented the certificate, thanked and commended Captain DeMattei on his 35 years of honorable and distinguished service to the City of San Francisco. Captain DeMattei stated that it had been 35 great years in the Fire Department, and that it will always remain in his memory from the first day of his interview in the basement of City Hall to this evening.

H. Public Comment

Frank Kelly, Vice President, San Francisco Firefighters Local 798, recounted various aspects of the EMS merger that he believed had not been implemented as intended, starting with H3 training to the intended implementation of the ALS engine program in the downtown corridor. Mr. Kelly declared that there are some serious questions that need to be asked involving the merger before the ALS engine program in the downtown corridor should proceed any further.

Furthermore, the Department is facing serious budget cuts, up to or more than $20 million, and he reiterated a promise that the leadership of the union had made to the members, that is, to fight any cuts to Suppression. Mr. Kelly pointed out that Suppression includes engine companies, truck companies and paramedics on the street. He offered to meet and discuss these issues, and present various proposals developed by paramedics and firefighters.

Commissioner Norman stated that there should be a venue where a continuous dialogue could occur on this issue. She believes that the Department had committed to the merger seven years ago and it is incumbent for everyone concerned to work together to make the merger acceptable even though two different cultures seem exist. Commissioner Norman hoped for guidelines to be developed for a positive and productive way of communicating on this issue and, once established, meaningful dialogue between all concerned parties could occur.

Commissioner Conroy agreed that a dialogue and exchange of information, in addition to a continual assessment, should be occurring. Commissioner Conroy was aware that the merger was still evolving and wished to have a report in May on the ALS engine implementation in the downtown corridor, once the program had started, to ensure that everything was on the right track.

Furthermore, Commissioner Conroy noted that it will be almost one year since the Commission passed the CPAT (Candidates Physical Ability Test). He pointed out that the Commission adopted the CPAT in the context of an overall fitness and wellness program that would help to ensure the safety and the health of the members of the Department and, therefore, provide a better service to the City of San Francisco. He asked for a report (presentation) from the Department on the status of the fitness and wellness program.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:40 p.m.

Tania Bauer
Secretary

FIRE COMMISSION

City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

SAN FRANCISCO FIRE COMMISSION

RESOLUTION 03-3

WHEREAS, the San Francisco Fire Department operates an extensive and complex operation at the San Francisco Airport; and

WHEREAS, the Airport Director has requested that the Fire Department provide a Deputy Chief to oversee operations; and

WHEREAS, an Assistant Deputy Chief is currently the highest ranking officer for Fire Department Airport Operations; and

WHEREAS, the Fire Department requires two Deputy Chiefs to operate Fire Department operations in the City and County of San Francisco; now, therefore, be it

RESOLVED, that the San Francisco Fire Commission requests that the San Francisco Board of Supervisors amends the San Francisco Administrative Code Section 2A.93 to authorize the Chief of the San Francisco Fire Department to appoint a Deputy Chief of Airport Operations.

Adopted at the Regular Meeting of the San Francisco Fire Commission on March 27, 2003

Ayes: Nakajo, Roeca, Norman, del Portillo, Conroy

____

Tania Bauer, Commission Secretary

FIRE COMMISSION

City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, Vice *President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

SAN FRANCISCO FIRE COMMISSION

RESOLUTION 03-4

WHEREAS, the San Francisco Fire Department currently has jurisdiction over certain real property located at 418-420 Jessie Street in the City and County San Francisco located in the South of Market area and designated as Assessor Lot 006 in Block 3704 (the "Property"); and

WHEREAS, the Property is an approximately 75-foot by 75-foot parcel, containing an estimated 5,625 square feet of land area and is improved with an eight-story, plus basement building, which contains approximately 39,375 square feet of gross building area. Such improvements more specifically include an inactive fire station on the 1st and 2nd stories and vacant space on the remaining upper six stories which open to the adjoining, privately-owned building to the west of the Property. Additionally, the sprinkler supply system and vertical access for the Property are located in the adjoining, privately-owned building; and

WHEREAS, the Property was damaged in the 1989 Loma Prieta earthquake, causing the occupying fire company to be relocated to Station 1 at 676 Howard Street, leaving the Property vacant; and

WHEREAS, the Department of Public Works, Bureau of Engineering, conducted a feasibility study of the Property in 1993, and determined that extensive seismic and code improvements would be required for future use of the property; and

WHEREAS, the Fire Commission has determined that 418-420 Jessie Street is now surplus property and may be sold; now, therefore, be it

RESOLVED, that the Fire Commission hereby declares the Property surplus to the Fire Department's needs, and authorizes the Director of Property to sell the Property in accordance with Chapter 23, Article I, Section 23.3 of the San Francisco Administrative Code.

Adopted at the Regular Meeting of the San Francisco Fire Commission on March 27, 2003.

Ayes: Nakajo, Roeca, Norman, del Portillo, Conroy

Tania Bauer, Secretary

UNIFORM FIRE CODE ASSOCIATION

1260 Lake Boulevard, Suite 250 * DAVIS * CA 95616
530-757-1456 * fax: 530-757-1293* ORDER FULFILLMENT 530-757-1456

The Time Trusted Fire Code

February 25, 2003

Mario H. Trevino
Chief of Department
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107

Dear Chief Trevino:

I am writing this letter on behalf of a fire fighter in your department, Michie Wong. I came to know Ms. Wong through a Uniform Fire Code certification course I taught at the California Fire Prevention Institute in Monterey. Ms. Wong demonstrated a keen knack for learning what can be very difficult technical provisions.

Her interest in learning technical code provisions should be commended. Fire codes are certainly not material that everyone enjoys learning or comes to understand to the level that Ms. Wong has. I would offer that with her skills and interest in the subject matter, she would be an asset to the Fire Prevention Division of the San Francisco Fire Department.

Should you or members of your staff wish to speak to me further in this matter, please feel free to contact me at the phone number listed below.

Sincerely,

David Nuss

David Nuss
UFCA Education Coordinator
303-663-5550
dnuss@nfpa.org

City and County of San Francisco
Department of Public Health

February 27, 2003

In regards to: Disaster Preparedness Trainings

Mario H. Trevino, Chief
San Francisco Fire Department
698 Second Street
San Francisco, California 94107

Dear Chief Trevino:

Thank you for consenting to have Lt. Fernando Juarez present to the childcare providers on the evening of February 26, 2003. Lt. Juarez presentation about disaster preparedness in the child care setting was relevant and informative. The providers were extremely pleased with this presentation and the handouts given. I, along with the child care providers, look forward to scheduling Lt. Juarez to give his fire safety presentation to the children in childcare. We hope to continue to access his services in the future. The evaluations were all positive and overall the presentation received a rating of excellent!

Cordially,

Veronica D. Thorne-Dixson, PHN
Child Care Health Consultant
(415) 575-5734

PHT PACIFIC HEIGHTS TOWERS
CONDOMINIUM ASSOCIATION

March 3, 2003

Mario H. Trevino
Chief of Department
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107-2015

RE: Fire Safety Training

Dear Chief Trevino:

I would like to thank you for allowing Lt. Fernando Juarez to conduct fire safety training for the residents of Pacific Heights Towers. You have a very informative program for the residents of San Francisco. I hope that other buildings take advantage of this free service.

Again thank you for this excellent program and for all the things you do for San Francisco.

Regards,

Lorna Leviste
Association Manager

By Fax (1 page)
415-558-3407

2200 Sacramento Street, San Francisco, CA 94115
Tel: 415-563-3404 Fax: 415-563-8537

10 ARKANSAS STREET
SAN FRANCISCO
CALIFORNIA 94107
415.487.8520
FAX: 415.487.8529
WWW.DDW.COM

Deutsch
DESIGN WORKS

RECEIVED
MAR 14 2003
San Francisco
Fire Commission

March 12, 2003

Lt. Barry Wong
San Francisco Fire Dept.
698 Second Street
San Francisco, CA 94107

Dear Lieutenant Wong:

This is a letter of thanks to the male and female firefighters who responded to our call last night. In record time, several trucks and firefighters arrived at our apartment.

We had called for help upon noticing smoke coming from our neighbor's apartment window, and smelling "wood burning" in the air. The neighbor was not home.

The team of fire personnel was prompt, professional, efficient, cordial and supportive. Fortunately, the smoke we witnessed was not a fire but rather our neighbor's clothes dryer exhaust, which was concentrated and dense due to the foggy night.

I appreciate your department's expertise, professionalism and humanism.

Sincerely,

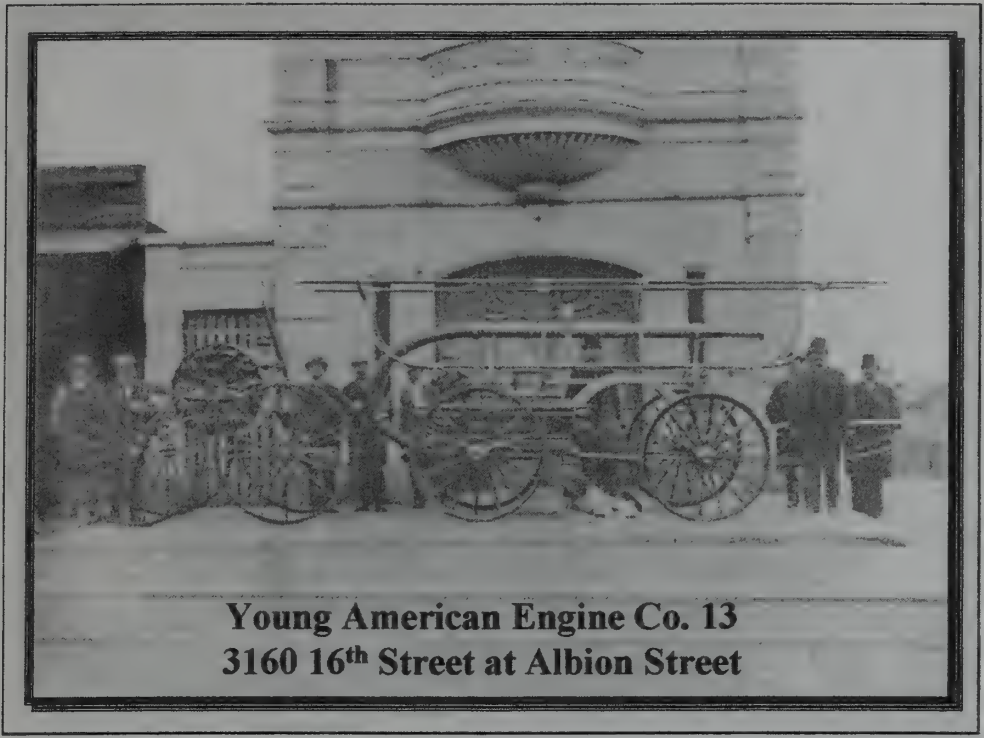
Heather Yule

Heather Yule
904 Haight Street

SAN FRANCISCO
FIRE DEPARTMENT

15
FIREFIGHTER
2276
S.F. F.D.

THE FIRE HELMET AND THE BADGE HAVE BEEN POTENT SYMBOLS TO THE PUBLIC AND TALISMANS TO FIREFIGHTERS. TO THE PUBLIC, THE HELMET SAYS: "HELP IS ON THE WAY". THE BADGE IS A SYMBOL OF AUTHORITY. MORE IMPORTANTLY, IT REPRESENTS THE PUBLICS TRUST AND IS A REMINDER OF THE WEARERS RESPONSIBILITY TO THE PUBLIC AND A SYMBOL OF A WELL TRAINED, COMPETENT PROFFESSIONAL.



Young American Engine Co. 13
3160 16th Street at Albion Street

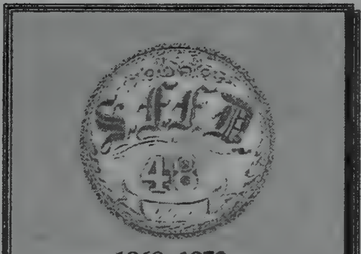
DURING THE VOLUNTEER ERA, THE CITY IGNORED THE PLEAS OF THE CHIEF ENGINEER AND THE FIREFIGHTERS TO ISSUE BADGES. SO STRONG WAS THE DESIRE FOR A BADGE THAT MANY COMPANIES ACTUALLY ISSUED THEIR OWN BADGES, OFTEN BEAUTIFUL EXAMPLES OF A JEWELERS ART, HAND CRAFTED FROM SILVER OR GOLD.

David Scannell

CHIEF ENGINEER DAVID SCANNELL IN HIS REPORT FOR THE YEAR 1863-64 STATED " YOUR ATTENTION IS AGAIN CALLED TO THE NECESSITY OF PROVIDING BADGES TO BE WORN BY THE MEMBERS OF THE DEPARTMENT AT FIRES AND ALARMS. I CONSIDER THEM ALMOST AS NECESSARY FOR FIREMEN AS THE STAR IS FOR POLICEMEN, AND THEY WOULD ANSWER IN A MEASURE THE SAME PURPOSE.

SHOWN HERE ARE THE FIRST BOARD OF FOREMAN OF THE PAID DEPARTMENT. DURING THESE FIRST TUMUTLTUOUS YEARS, THE COMMISION DID NOT FIND THE ISSUING OF BADGES TO FIREFIGHTERS A PRIORITY. ONLY THREE OF TWELVE FIREFIGHTERS IN AN ENGINE COMPANY WERE FULL TIME EMPLOYEES, AND ONLY GRANTED TWO DAYS OFF PER MONTH. IN THOSE YEARS, AS A RESULT OF THE POOR PAY AND WORKING CONDITIONS, THE TURNOVER RATE OF EMPLOYEES WAS HIGH. EACH OF THESE FOREMAN SHOWN RECEIVED $360 PER YEAR.

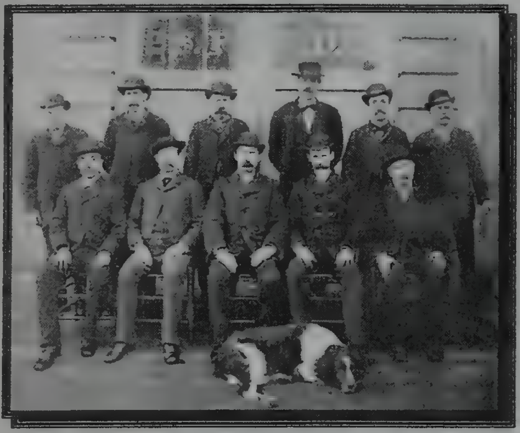
CHIEF ENGINEER FRANKLIN WHITNEY IN HIS REPORT OF 1867-68 STATED; "I HAVE HERETOFORE CALLED YOUR ATTENTION TO THE NECESSETY OF ADOPTING A SUITABLE BADGE, TO BE WORN UPON THE BREAST BY OUR MEMBERS AT FIRES AND ALARMS, THAT MAY BE DISTINGUISHED FROM OTHER CITIZENS, AND TO PREVENT INTERLOPERS AND THIEVES FROM INTRUDING UPON AND ROBBING THOSE WHO MAY BE SUFFERING FROM THE CALAMITY OF FIRE IN THEIR PREMISIS. THIS SHOULD RECEIVE YOUR EARLY ATTENTION".



1868 -1873

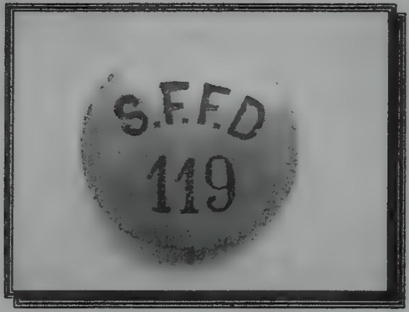
IN JUNE OF 1868, THE FIRE COMMISION MADE ARRANGEMENTS TO PROVIDE BADGES TO FIREFIGHTERS AND FIRE OFFICERS. AS FAR AS WE CAN TELL, ALL LINE FIREFIGHTERS WORE THE SAME BADGE, AND RANK WAS NOT DISPLAYED ON THE BADGE. IT WAS A ROUND STERLING BADGE WITH APPLIED GOLD NUMERALS, JUST OVER 1-3/4 INCHES, BEAUTIFULLY ENGRAVED AND ENAMELED.

BECAUSE OF THE LARGE NUMBER OF FIREFIGHTERS LEAVING THE DEPARTMENT AND NOT TURNING IN THEIR BADGE, AND ALSO BECAUSE THE PINS ON THE BACK OF THE BADGE WAS POORLY DESIGNED, IT WAS JUST A FEW YEARS BEFORE IT WAS NECESSARY TO REPLACE THIS BADGE.



1885 Station #2

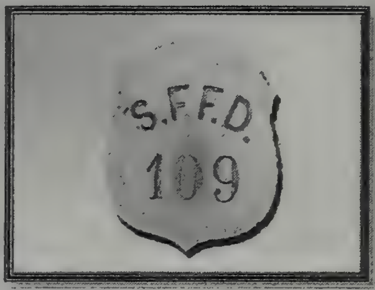
1873-1889



IN 1881 THE SFFD INSTITUED A STANDARD UNIFORM TO BE WORN BY ALL FULL TIME PERSONNEL. NOTE THE 2 MEN IN FRONT IN DOUBLE BREQATED COATS AND BOWLER HATS. THIS IS THE SECOND ISSUE BADGE, IT IS NICKEL OVER BRASS, AND STAMPED WITH SFFD AND THE BADGE NUMBER. THE ROUND DISC WAS FOR THE EXTRAMEN, WHILE THE............

Driver

1873-1889
Shield

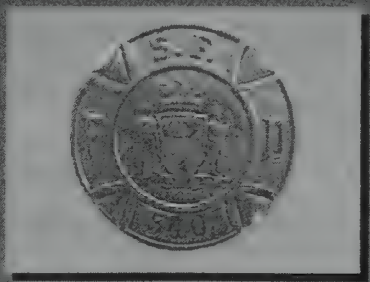


SHIELD WAS FOR THE FOREMEN AND FULL TIME EMPLOYEES. THE COST OF THIS TYPE OF BADGE WAS JUST UNDER $1. IN 1888, THE DEPARTMENT ADOPTED THE UNIFORM HAT, WHICH GAVE THE FIREFIGHTERS A MORE PROFFESSIONAL APPEARANCE.

1894
Hose Wagon #14

William J. Kenealey
Foreman E-14

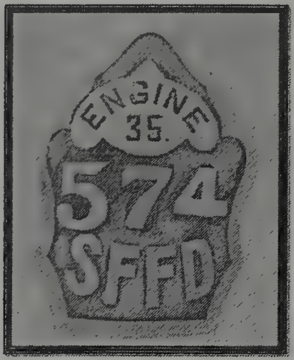
1890 - 1895



THE THIRD ISSUED BADGE RECEIVED YET ANOTHER DESIGN CHANGE, PRESUMABLY DUE TO THE FACT THAT MANY BADGES HAD FALLEN INTO THE WRONG HANDS. THIS BADGE WAS WORN BY ALL FIREFIGHTERS AND NO DISTINCTION OF RANK CAN BE DISCERNED BY LOOKING AT THE BADGE. THIS WAS THE FIRST CUSTOM DIE BADGE USED BY THE DEPARTMENT, STYLED AFTER THE MALTESE CROSS, WITH THE CITY SEAL IN THE CENTER, AND A NUMBER IN THE LOWER PANEL. THIS BADGE WAS NICKLE PLATED SILVER, PRODUCED BY J.C. IRVINE CO.

Engine Company
Circa 1900

1895-1908



IN 1895, THE DEPARTMENT ADOPTED A CLASSIC BADGE DESIGN, THE FIRST IN ITS HISTORY THAT COULD BE CLOSELY IDENTIFIED AS A TYPICAL FIRE DEPARTMENT BADGE. THE DESIGN REPRESENTS A HELMET FRONTPIECE.

THE BADGE WAS WORN ONLY ON THE VEST UNTIL ABOUT 1930

William Kenealey

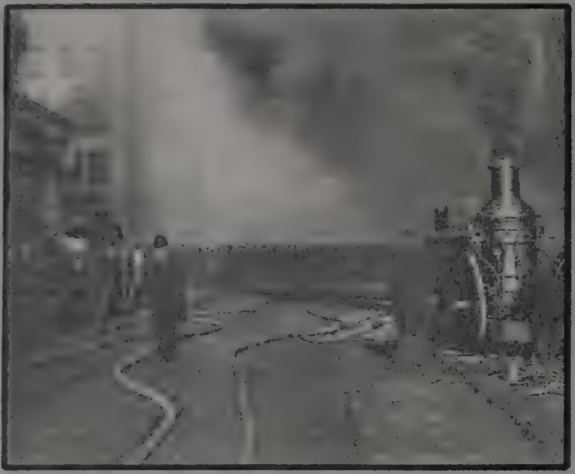
Appointed: July 11, 1889

Appointed: Captain 1900

Retired: July 1932

AS OF 1900, THE DEPARTMENT CHANGED TO A FULLY PAID SYSTEM, AND THE ASSISTANT FOREMAN AND FOREMAN CONVERTED TO THE RANK OF LIEUTENANT AND CAPTAIN RESPECTIVLEY.

CAPTAIN WILLIAM J. KENEALLY WAS RESPONSIBLE FOR AQUIRING THE FIRST HAND FIRE ENGINE USED BY THE VOLUNTEER DEPARTMENT, FROM A QUICKSILVER MINE IN SANTA CLARA COUNTY AND RETURNING IT TO THE CITY SHORTLY BEFORE HE RETIRED WITH 43 YEARS OF SERVICE.



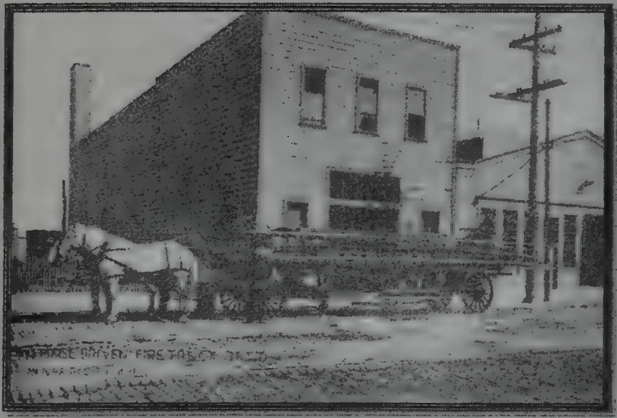
1898 Baldwin Hotel Fire

1895-1908

RELIEF ENGINE
1
660
SFFD

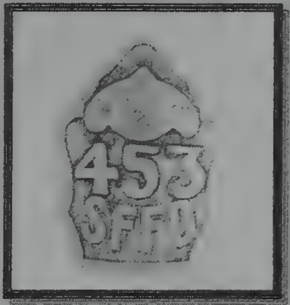
RELIEF ENGINES SERVED 2 PURPOSES, EACH RELIEF ENGINE WAS STAFFED BY EMPLOYEES WHO RELIEVED REGULAR ENGINE COMPANIES IN THE CITY SO THAT THOSE PERSONNEL COULD HAVE 2 DAYS OFF PER MONTH. THE RELIEF ENGINES ALSO REPORTED TO ALL GREATER ALARM FIRES.

THIS IS A PHOTO FROM THE BALDWIN HOTEL FIRE. THE BALDWIN HOTEL WAS BUILT AND OWNED BY 'LUCKY' BALDWIN WHO MADE HIS FORTUNE IN THE COMSTOCK AND WAS A LEGENDARY HIGH STAKES GAMBLER. WHEN HIS WORLD CLASS HOTEL BURNED, HIS LUCK HAD RUN OUT. THREE MEDALS OF VALOR WERE AWARDED AS A RESULT OF DARING RESCUES PERFORMED DURING THIS FIRE



1648 Pacific Avenue.

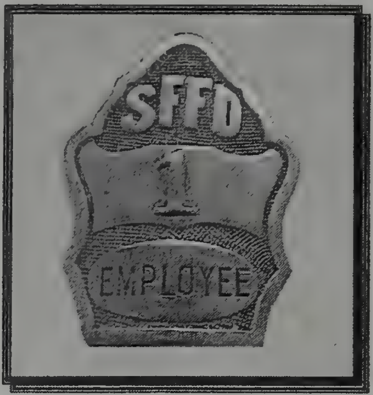
Truck Badge
1895 - 1908



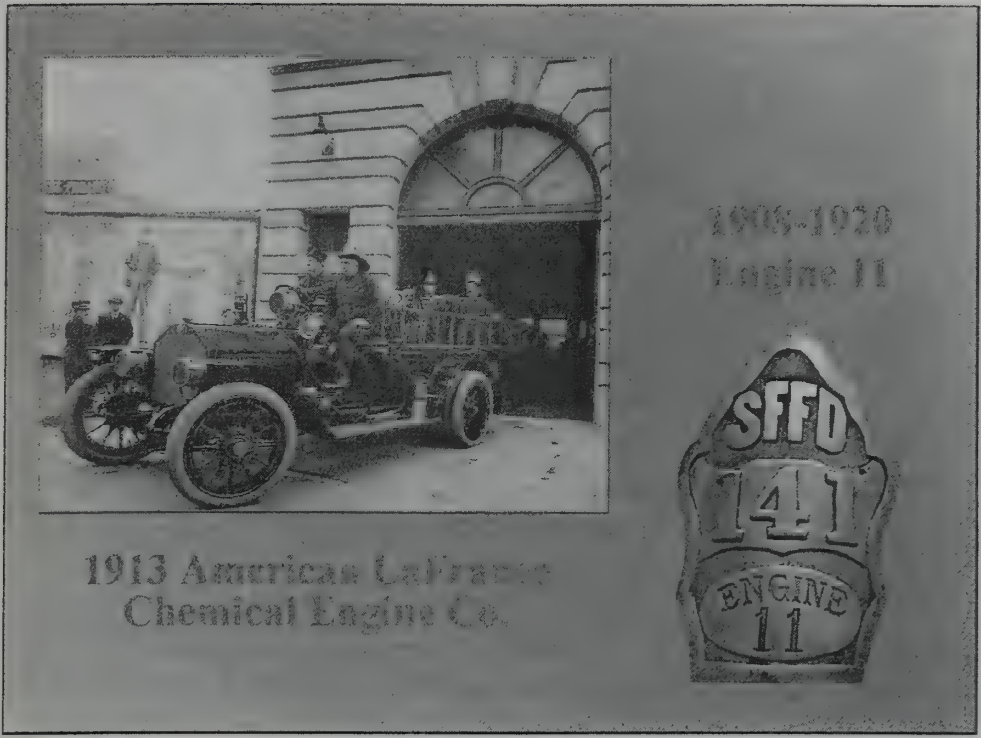
A NUMBER OF THE DEPARTMENTS LADDER CARRAIGES WERE DESIGNED AND BUILT HERE IN SAN FRANCISCO. AMONG THE FIRST WAS THE HAYES LADDER TRUCK, DESIGNED BY THE SUPERINTENDANT OF STEAMERS AND BUILT IN THE CITY SHOPS.

HON. WILLIAM A. SHERMAN
President
Board of Fire Commissioners
San Francisco

1908-1920



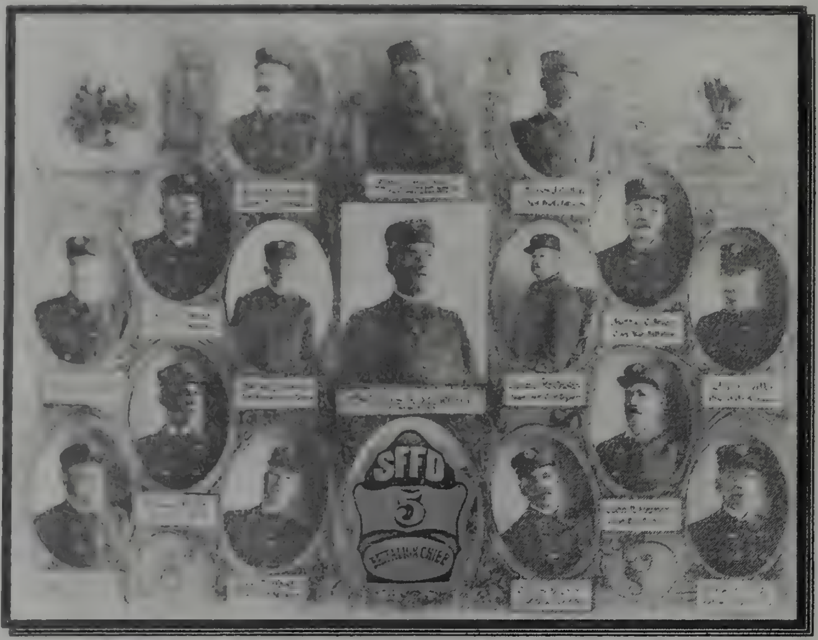
1908 WAS A WATERSHED YEAR IN SAN FRANCISCO. THE CITY WAS ON THE ROAD TO RECOVERY. PLANS WERE BEING IMPLEMENTED SO THAT THE CITY WOULD NEVER AGAIN SUFFER AS IT HAD IN ’06. TWO NEW FIREBOATS WERE UNDER CONSTRUCTION AS WAS THE HIGH PRESSURE SYSTEM. AS PART OF IT IMAGE CHANGE, NEW BADGES WERE ISSUED TO ALL PERSONNEL AND MEMBERS OF THE FIRE COMMISION. A NEW CAP BADGE FOR THE RANK OF FIREMAN WAS ISSUED AND IS THE DESIGN STILL IN USE TODAY.



1913 American LaFrance
Chemical Engine Co.

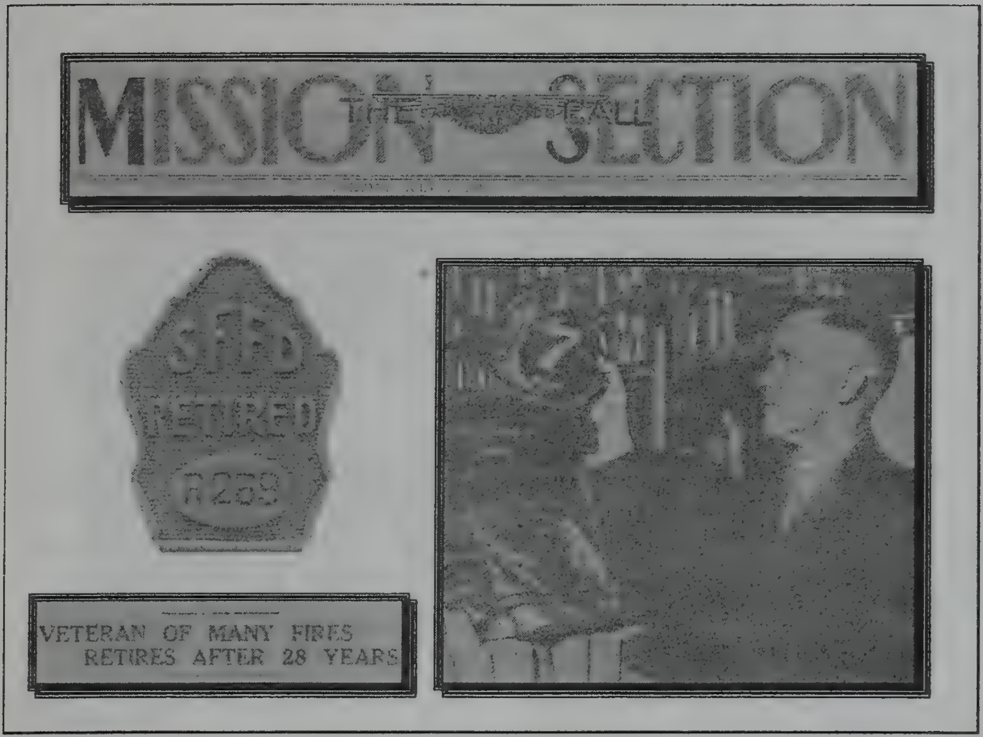
1908-1920
Engine 11

IT IS ALSO DURING THIS ERA THAT THE DEPARTMENT BEGAN ITS PROGRAM TO REPLACE THE HORSE DRAWN STEAMERS WITH MOTORISED APPARATUS.


SFFD
5
BATTALION CHIEF

1908-1920 Battalion Chief Badge

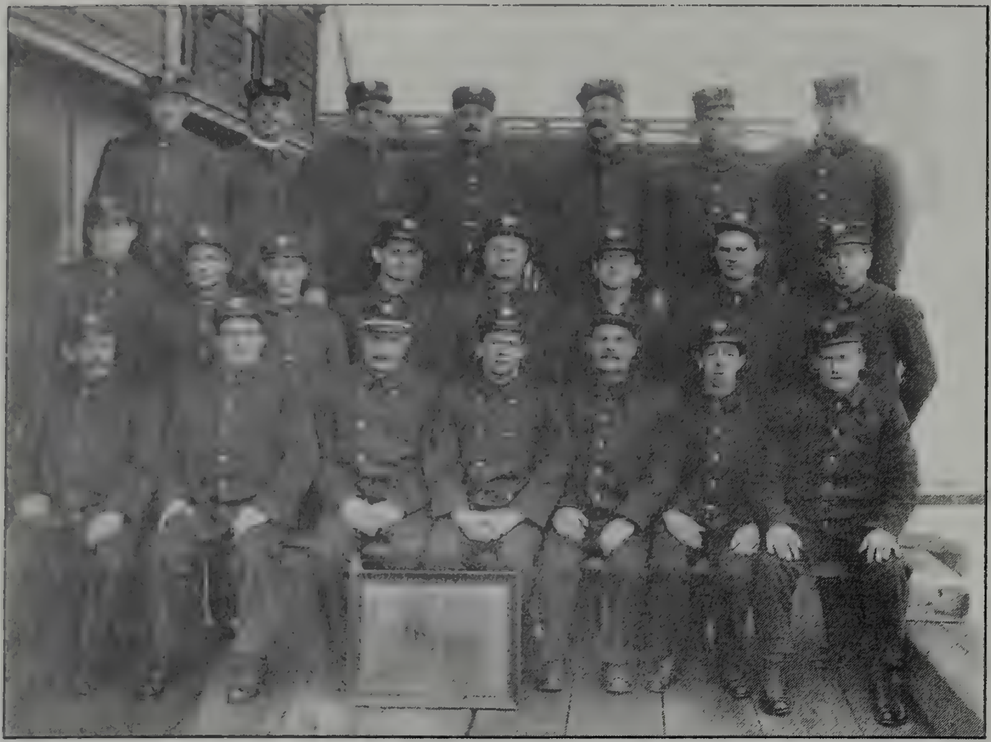
MANY OF THESE CHIEF OFFICERS WHO SERVED WITH CHIEF MURPHY DISTINGUISHED THEMSELVES FIGHTING THE FIRE AFTER THE '06 EARTHQUAKE.



MISSION THE CALL SECTION

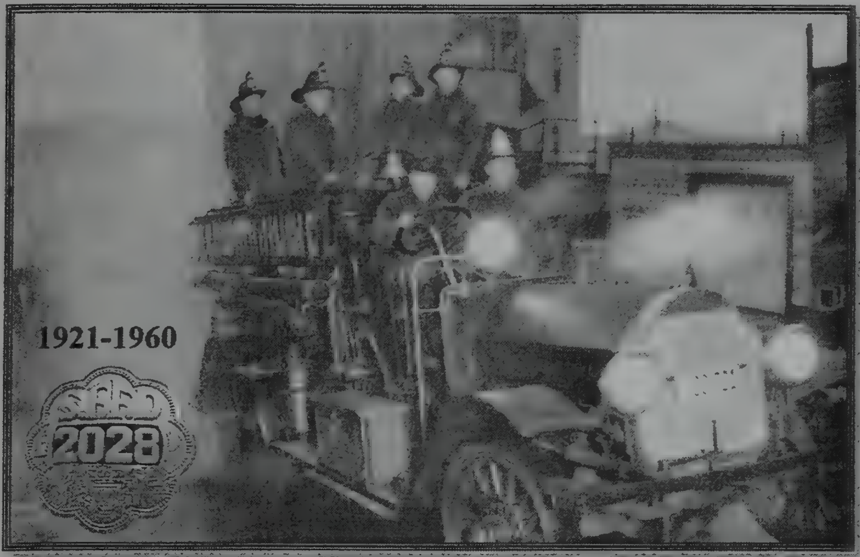
VETERAN OF MANY FIRES
RETIRES AFTER 28 YEARS

AS FIREFIGHTERS RETIRED, THEY WERE ISSUED A RETIREMENT BADGE ONCE THE SERVICE BADGE WAS TURNED IN TO THE DEPARTMENT. THE RETIREMENT BADGE WAS OFTEN ENGRAVED ON THE REVERSE SIDE BY MEMBERS OF THE COMPANY.



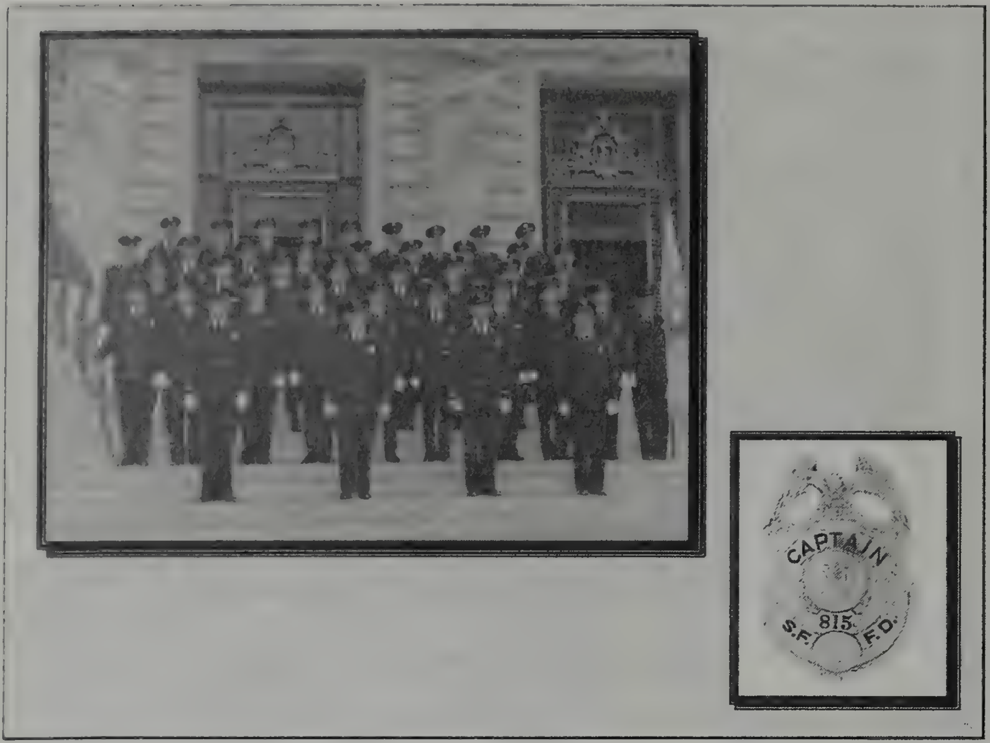
THIS PHOTO OF THE FIREBOAT COMPANY WAS TAKEN AROUND 1915. NOTE THE OFFICERS IN THE DOUBLE BREASTED COATS AND UNIFORM HATSWITH A CURVED BILL. THE FIREFIGHTERS HAVE A SINGLE ROW OF BUTTONS ON THEIR COAT AND THE OLDER STYLE HATS WITH SQUARE VISORS.

NOTE THAT ALL OF THE CAP BADGES ARE OVAL SHAPED DENOTING THEIR STATUS ON THE FIREBOAT



1932 – Engine 27

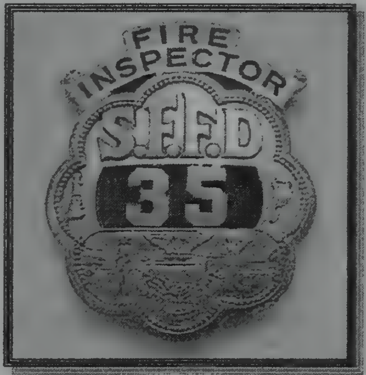
IN THE WINTER OF 1921, THE DEPARTMENT ACCEPTED DELIVERY OF A NEW CUSTOM DIE BADGE. THIS BADGE WAS APPROVED BY THE FIRE COMMISSION AND WAS ONE OF AT LEAST FOUR DESIGNS. IT WAS NOT A TYPICAL FIRE SERVICE BADGE, AND IS NOT OF A DESIGN USED BY ANY OTHER DEPARTMENT. ALL FIREFIGHTERS AND COMPANY OFFICERS USED THIS BADGE AND RANK WAS DETERMINED BY LOOKING AT THE CAP BADGE OR HELMET.



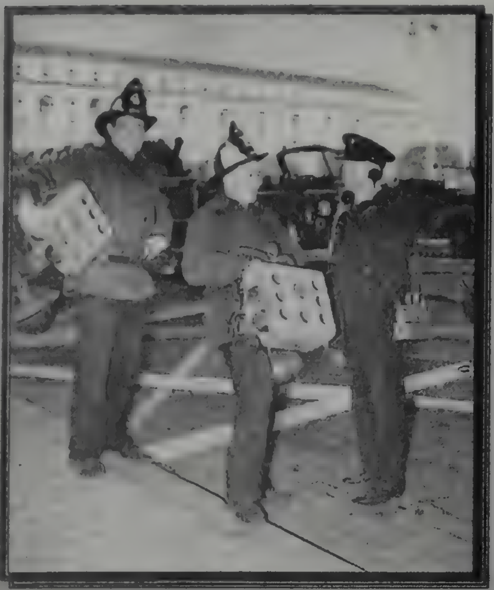
THE DEPARTMENT BUDGET FOR THE FISCAL YEARS 1941-42 AND 1942-43 INCLUDED AN ALLOWANCE FOR BADGES THAT WAS SUFFICIENT ENOUGH TO REPLACE ALL OF THE BADGES WORN BY OFFICERS.

THIS BADGE WAS NOT MADE FROM A STOCK BADGE, BUT WAS SPECIFICALLY FOR THE SFFD AND IS A CLASSIC FIRE DEPARTMENT DESIGN

1942 - 1960

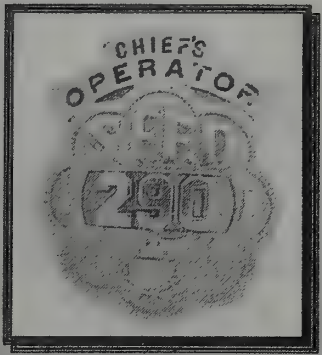

FIRE
INSPECTOR
S.F.F.D
35

DURING THIS PERIOD , BADGES WORN BY FIRE INSPECTORS AND CHIEFS AIDES WERE MODIFIED TO DISTINGUISH THIS RANK AS A STEP ABOVE FIREFIGHTER.

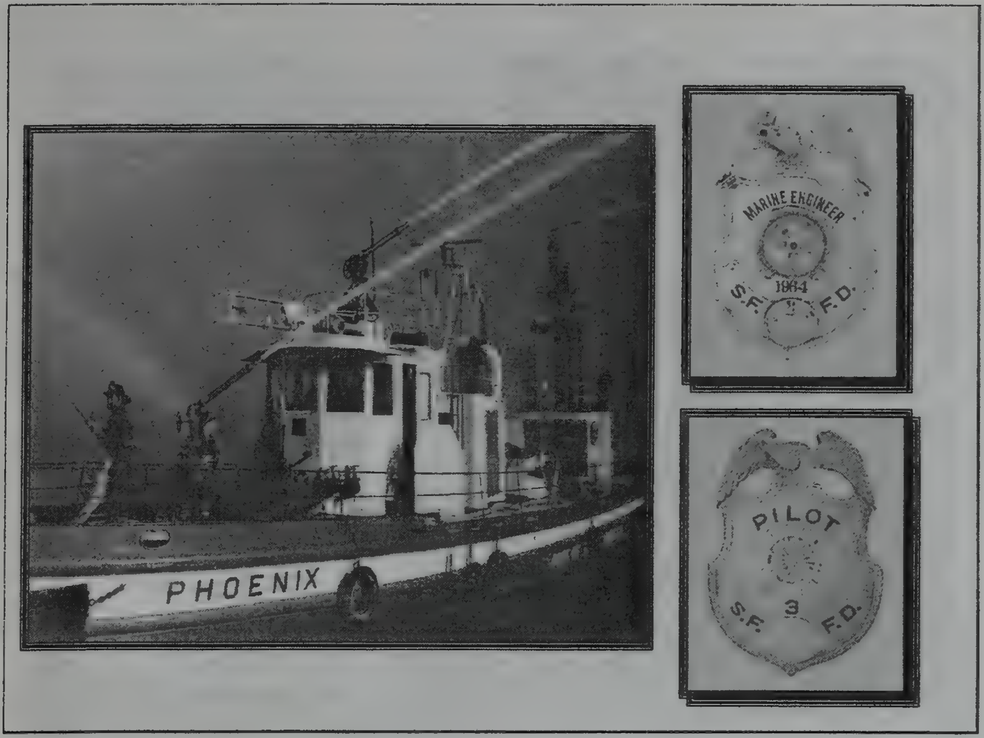


City Hall Dome Fire 1951

1942 - 1960


CHIEF'S
OPERATOR
SFFD
290

WALT PUDLOW AND BUZZ RIVETTE OF TRUCK 4 CARRY THEIR McKAY OXYGEN REBREATHERS PAST JOHN SHARON, CHIEFS OPERATOR FOR CD-1 AT THE CITY HALL DOME FIRE IN 1951

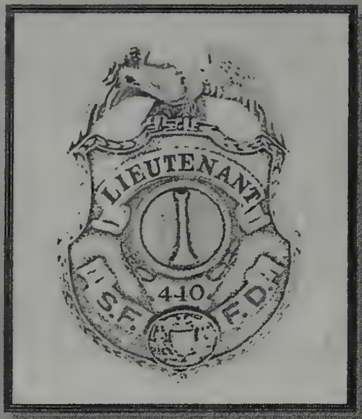


PHOENIX
MARINE ENGINEER
S.F. F.D.
PILOT
S.F. 3 F.D.

THE FIREBOAT PHOENIX WAS PLACED INTO SERVICE IN 1954 TO REPLACE THE DAVID SCANNELL AND DENNIS T. SULLIVAN, THE FIREBOATS THAT HAD BEEN BUILT SOON AFTER THE 1906 EARTHQUAKE. THE EARLIER BADGES OF THIS DESIGN ARE MADE WITH BLUE ENAMELED LETTERING, WHEREAS LATER EXAMPLES………………..

Lt. McMillian

1960

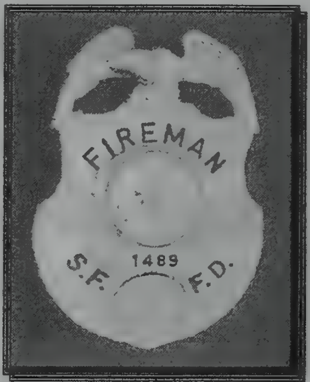


USE RED AND BLUE ENAMEL

LT. McMILLIAN SERVED AS A ROOKIE UNDER CAPTAIN KENNEALEY. McMILLIAN RETIRED IN THE EARLY 1960'S. TOGETHER THEIR CARREERS SPANNED 74 YEARS. DURING THAT TIME THE SFFD SAW MANY CHANGES, FROM HORSE DRAWN STEAMERS TO GASOLINE, THEN DIESEL AND EVEN A JET TURBINE ENGINE FROM BOEING AVIATION.

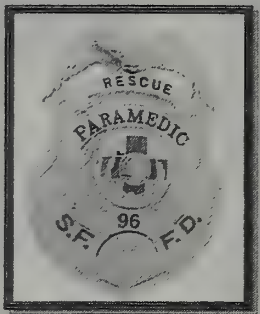
Truck 10
May 1959

1960 - 1982

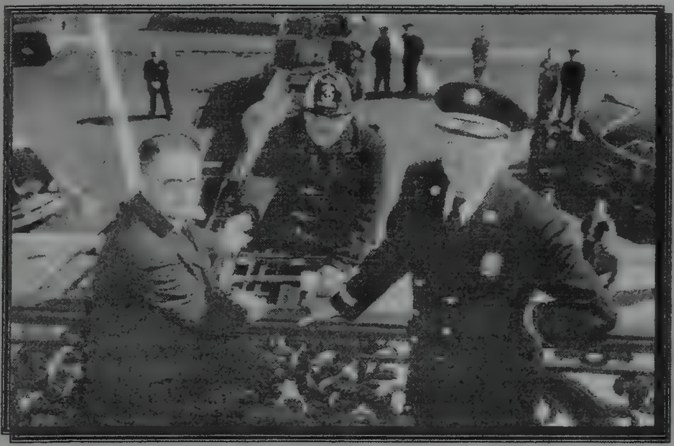


SOME TIME AFTER HIS APPOINTMENT AS CHIEF OF DEPARTMENT , DECEMBER OF 1956, WILLIAM F. MURRAY FELT THAT ALL THE FIREFIGHTERS SHOULD WEAR THE SAME STYLE OF BADGE. THE ROSETTE BADGE WORN BY FIREFIGHTER FOR NEARLY 40 YEARS WAS REPLACED WITH THE SAME DESIGN OF BADGE PREVIOSLY WORN BY OFFICERS.

IN THE EARLY 1980'S THE RANK OF FIREMAN WAS SUPPLANTED BY THET OF FIREFIGHTER TO REFLECT A NEW ERA OF DIVERSITY WITHIN THE DEPARTMENT.



IN THE LATE 1990'S, THE EMS SERVICE OF THE DEPARTMENT OF PUBLIC HEALTH, MERGED INTO THE SFFD IN AN EFFORT TO PROVIDE SEAMLESS, HIGH QUALITY EMERGENCY MEDICAL CARE TO THE CITIZENS AND VISITORS OF SAN FRANCISCO. THIS BADGE IS WORN BY THE H-1 PARAMEDICS.



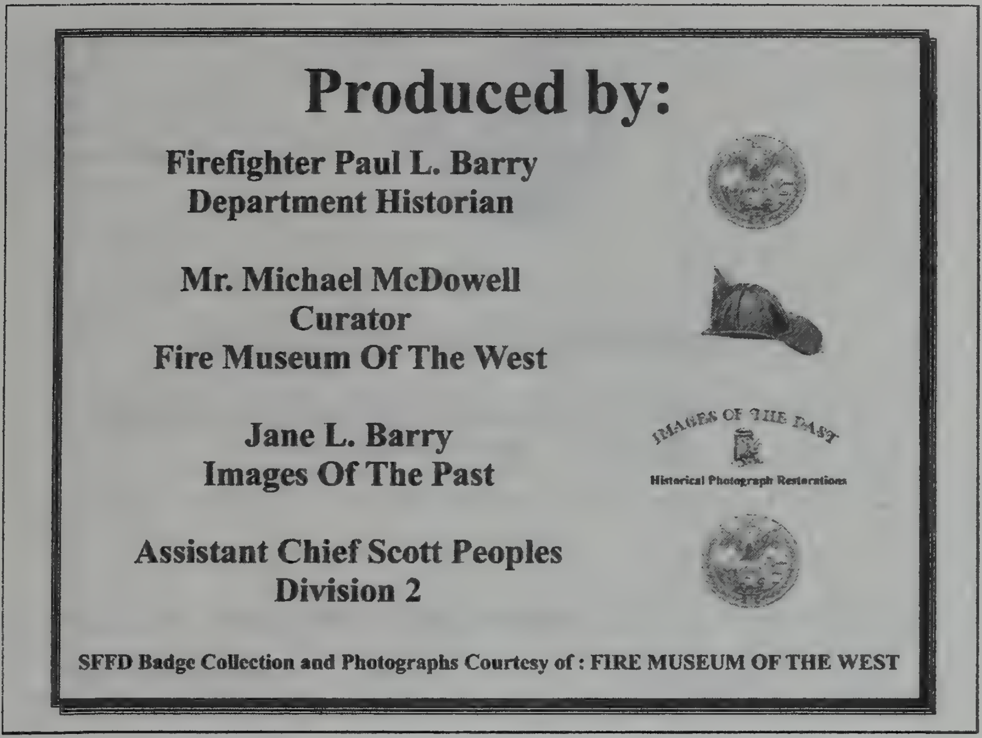
William F. Murray
Chief of Department

THANKS TO THE LEADERSHIP AND VISION OF MANY FIRE CHIEFS AND COMMISSIONERS SUCH AS CHIEF MURRAY, CHIEF TREVINO, AND YOURSELVES, THE SFFD HAS EVOLVED FROM A DEPARTMENT THAT JUST FIGHTS FIRES TO ONE THAT HAS ONE OF THE BEST FIRE PREVENTION PROGRAMS OF ANY MAJOR CITY, ONE THAT PROVIDES CLIFF AND SURF RESCUE, EARTHQUAKE PREPAREDNESS AND RESPONSE, STATE OF THE ART EMERGENCY MEDICAL SERVICE, HAZARDOUS METERIAL MANAGEMENT, AND NOW A FIRST LINE OF DEFENSE IN THE EVENT OF A TERRORIST ATTACK.

FIRE
COMMISSIONER
BFD

IN ORDER TO SEE HOW WE CAN BETTER SERVE OUR PUBLIC, IT IS IMPORTANT TO UNDERSTAND JUST HOW FAR WE HAVE COME. AS WE CONTINUE TO STRIVE TO BETTER SERVE THE PUBLIC, WE WILL CONTINUE TO EARN THE TRUST THAT THEY HAVE INVESTED IN THE BADGE THAT WE WEAR.

THANK YOU………………


IMAGES OF THE PAST
Historical Photograph Restorations

Produced by:

Firefighter Paul L. Barry
Department Historian

Mr. Michael McDowell
Curator
Fire Museum Of The West

Jane L. Barry
Images Of The Past

Assistant Chief Scott Peoples
Division 2

SFFD Badge Collection and Photographs Courtesy of : FIRE MUSEUM OF THE WEST

……FOR YOUR INTEREST AND ALLOWING US THIS TIME FOR OUR PRESENTATION

FIRE COMMISSION

City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 03-10

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – April 10, 2003 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. **ON ROLL CALL,** the following were noted present:

President Stephen A. Nakajo
Vice President Russell S. Roeca
Commissioner Paul A. Conroy

Commissioner Pat Norman and Commissioner Carlota del Portillo were excused for vacation.

Mario H. Treviño - Chief of Department
Raymond Balzarini - Deputy Chief, Operations
Joseph C. Asaro - Deputy Chief, Administration
Gary P. Massetani - Chief of Staff

Assistant Deputy Chiefs – Staff:

Bernie F. Lee - Division of Airports
Paul D. Jones - Division of Support Services (Acting)
Ernest F. Li - Division of Fire Prevention & Investigation (Acting)
Jane Smith - Division of Emergency Medical Services (Acting)

Chief Officers – Staff:

Lorrie A. Kalos - Administration

Chief Officers – Firefighting Services:

Alfred P. Quartaroli - Division 2 (Acting)
Arthur W. Kenney - Division 3

DOCUMENTS DEPT.
APR 21 2003
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PUBLIC LIBRARY

2. **APPROVAL OF THE MINUTES**

Regular Meeting of March 27, 2003, and Special Meeting of March 27, 2003.

Commissioner Roeca moved and Commissioner Conroy seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through H) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during March 2003.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, March 1 through March 14, 2003.

B. Appointment

Reporting the following PERMANENT appointment effective *MARCH 21, 2003*:

1220 Payroll Clerk

Yue Ji Yu

C. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Hirsch, Barry N.	H3 Firefighter/Paramedic	Ind. Dis.	Jul. 24, 2002
Priolo, Robert J.	H1 Fire Rescue Paramedic	Ind. Dis.	Aug. 31, 2002
Banias, Rosanna I.	1222 Sr. Payroll/Personnel Clerk	Ord. Dis.	Sep. 28, 2001

(Retirement Certificates will be presented at Fire Commission meeting of May 22, 2003)

D. Military Leaves

Submitting for approval applications from two members for Military Leaves of Absence in order to comply with Military Orders received from their commanding officers:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Pampanin, Vincent SSG E-6	H10 C/Aide	02-22-03 thru 02-21-04	365	US Army Res. Overseas	Attend Active Duty Training

(Note: The above military leave is to be paid as follows:
Without pay for the first 30 days from 02-22-03 through 03-24-03;
With pay in compliance with City Ordinance 231-02 from 03-25-03 through 06-30-03;
Without pay from 07-01-03 through 02-21-04)

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Digre, Michael Corporal	H2 FF (PX)	03-09-03 thru 03-07-04	365	US Marine Corps Res. Overseas	Attend Active Duty Training

(Note: The above military leave is to be paid as follows:
With pay for the first 30 days from 03-09-03 through 04-07-03;
With pay in compliance with City Ordinance 231-02 from 04-08-03 through 06-30-03;
Without pay from 07-01-03 through 03-07-04)

E. Suspension

Reporting suspension of the following:

No./Rank of Members	Unit	Days	Dates	Violation of
1 H3 FF/PM	Engine 33	2	02-22-03 thru 02-23-03	Sec. 3926 (Tardiness & Failure To Report)

F. Leave of Absence

Submitting request for leave of absence with pay for Assistant Deputy Chief Gary Massetani, for 10 days, July 7 through July 11, 2003, and July 14 through July 18, 2003, in order to attend a training class entitled *Executive Fire Officer Program,* sponsored by the United Sates Fire Administration at the National Fire Academy in Emmitsburg, Maryland. FEMA (Federal Emergency Management Agency) will pay for the class tuition, transportation and lodging. The Department will provide per diem expenses which is included in the 2003-2004 budget. Assistant Deputy Chief Massetani will not be replaced.

G. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	Accident Date	Serial No.	Category	Recommendation
Engine 2	02-3-140	2/6/03	529	A	File
Cause:	While backing up at a working fire, driver of Eng 2 suddenly swerved to the right and struck a parked civilian vehicle				
Engine 36	02-3-141	2/6/03	514	B	File
Cause:	While crossing intersection, civilian vehicle drifted into Eng 36's lane of traffic, hitting Eng 36's mirror but causing no damage				
Truck 8	02-3-142	2/10/03	623	C	File
Cause:	While returning to station, Trk 8 struck the mirror of a semi-truck				
Ambulance 94	02-3-143	2/15/03	727	A	File
Cause:	Misjudged clearance - While parking, Amb 94 dented the right front fender of a parked civilian vehicle				
Medic 7	02-3-144	2/18/03	734	B	File
Cause:	While backing into quarters, Medic 7 was struck by the apparatus door which had Malfunctioned				

Medic 3	02-3-145	2/19/03	0	C	File
Cause:	Misjudged clearance - While responding, Medic 3 struck the mirror of a delivery van in an adjacent lane				
Engine 14	02-3-146	2/21/03	528	A	File
Cause:	Misjudged clearance - While responding, Eng 14 attempted to pass between a stopped vehicle and a parked civilian vehicle, scraping the parked civilian vehicle				
Battalion 1	02-3-147	2/21/03	912	B	Bill
Cause:	Hit and run - While responding with red lights and siren, Batt 1 proceeded through intersection after gaining control and struck a civilian vehicle that had stopped but then went around a stopped vehicle to enter intersection; civilian vehicle fled scene				
EMS RC 1	02-3-148	2/22/03	926	A	File
Cause:	Misjudged clearance - While backing into quarters, RC 1 struck a yellow stanchion; spotters were not posted				
Truck 5	02-3-149	2/25/03	625	B	Bill
Cause:	While parked at a medical incident, Trk 5 was struck by a passing civilian vehicle				
Truck 3	02-3-151	3/2/03	632	A	File
Cause:	Misjudged clearance - While backing into quarters, Trk 3 struck wall with right rear compartment and diamond plate; spotters were posted				
Engine 37	02-3-152	3/4/03	596	A	File
Cause:	While approaching the fire station in order to back in, probationary driver of Eng 37 struck a parked civilian vehicle				
Engine 31	02-3-153	3/6/03	595	A	File
Cause:	While backing into quarters, probationary driver turned left too sharply causing the right rear corner of the apparatus to come in contact with the exterior wall of the station				

Medic 29	02-3-154	3/7/03	742	A	File

Cause: Misjudged clearance - While transporting patient, Medic 29's mirror struck the mirror of a parked van

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

H. Communications Received by Commission

The following communications have been received by the Commission from March 21, 2003, through April 3, 2003:

1. From Jim Beaumont, Ontario, Canada, thanking Commission Secretary for providing him with seven Fire Department Annual Reports, which he was missing from his 5,500 fire service archives, and requesting to be added to mailing list for future reports. Copy: each Commissioner.

2. From James Corrigan, requesting information on the activities of retired Firefighter Frank Lucier, who allegedly was at Headquarters on Saturday, March 8, 2003. Copy: each Commissioner, Chief of Department and Administrative Officer.

3. From Lieutenant Juanita Hodge, NERT Coordinator, inviting the Fire Commission to the City Wide Drill on Saturday, April 26, 2003, 9:00 a.m. – noon, at the Civic Center Alioto Plaza in front of City Hall. Copy: each Commissioner.

Commissioner Roeca moved and Commissioner Conroy seconded. There were no questions or discussion and Items A through H on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted three letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department Mario H. Treviño on monthly status of department personnel, equipment and apparatus for March 2003.

Mario Treviño, Chief of Department, noted that budget discussions are continuing and no final decisions or submittals have yet been made by the Department. Chief Treviño announced that $10.6 million in grant funds was awarded to San Francisco for terrorism preparedness and that the Fire Department will be working with other city agencies to acquire as much of those funds as possible.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Report on Greater Alarms and Significant Incidents

Raymond Balzarini, Deputy Chief, Operations, presented the report.

March 15, 2003 – 2346 Franklin Street (at Vallejo Street)
At 03:39 hours, 3rd alarm in a residential, three-story, type 5 building: 38 units and 132 firefighters responded, combined damage to building and content $1 million. Fire extended to adjoining unit and exposures B, C, and D units with total damage of $325,000. Two firefighters injured, no deaths reported. 20 adults displaced, Red Cross notified. Cause of fire under investigation. Incident commander: Chief Treviño/AC Peoples.

April 1, 2003 – 168 Arguello Boulevard
At 12:00 hours, 2nd alarm in a residential, three-story, type 2 building: 27 units and 83 firefighters, combined damage to building and content $95,000. No injuries or deaths. Cause of fire under investigation. Incident commander: Chief Sanchez.

April 7, 2003 – 1639 Kirkwood
At 14:27 hours, 2nd alarm in residential, two-story, type 2 building: 25 units and 70 firefighters, combined damage to building and content $95,000. Fire extended to adjoining unit, $30,000 in combined damage. No injuries or deaths. Cause of fire under investigation. Incident commander: Chief Lo.

April 7, 2003 – 522 Green Street
At 15:53 hours, 3rd alarm in residential apartment, three-story, Type 5 building: 33 units and 100 firefighters, combined damage to building and content $275,000. Fire extended to three exposure buildings with combined damage of $255,000. One firefighter, one adult and two children injured. Cause of fire under investigation. Incident commander: Chief Quinn/Chief Morris.

Furthermore, on April 7, 2003, there were, in addition to the 2nd and 3rd alarm fires, a working cliff rescue and a jumper in the Mission district.

Following Chief Balzarini's report, Lieutenant Barry Wong, Public Information Officer, SFFD, wished to show a short video clip prepared by NBC 11, and previously shown on the April 8th evening news, which highlighted the high cost of Homeland Security to San Francisco and other high profile locations.

In addition, the news clip showed the 522 Green Street fire and attested to the quick response of the San Francisco Fire Department. In a later part of the clip, a reporter at San Francisco General Hospital related how a grandmother and two children were injured in the Green Street fire. He pointed out that their lives were saved due to the everyday heroics of San Francisco firefighters. Furthermore, the Board of Supervisors recognized Monday's actions and handed out Certificates of Honor to the Fire Department, applauding the heroic efforts of the firefighters.

D. Report from Emergency Medical Services

Marshal Isaacs, M.D., SFFD Medical Director, and EMS staff

Marshal Isaacs, M.D., was ill and requested that the report be moved to the meeting of May 8, 2003.

E. License Agreement (Cont'd from Meeting of 03-27-03)

Submitting for review and approval a license agreement between the City and Dragon Models USA, Inc., a toy company that manufactures and sells action figures as well as fire trucks and fire equipment accessories.

Margaret Baumgartner, Deputy City Attorney, wished approval of the License Agreement to be moved to the meeting of April 24th since she was still reviewing certain aspects of the contract.

F. Formal Complaint

Submitted formal complaint against Firefighter Daniel Boreen, dated March 27, 2003, for violation of the Rules and Regulations as follows:

Section 3905 – Unfamiliarity with Rules
Section 3922 – Acts Detrimental to the Welfare of the Department
Section 3924 – Insubordination
Section 3942 – Unauthorized Use or Disposition of Property

President Nakajo directed the Secretary to comply with Section 4006 of the Rules and Regulations and inform Firefighter Boreen of the trial date as soon as one is set.

G. FY 2003-04 Budget (Cont'd from Meetings of 02-27-03, 03-13-03 and 03-27-03)

Review and submittal of FY 2003-04 Preliminary Baseline Budget to Mayor's Office

Mario Treviño, Chief of Department, stated that there was nothing new to report and asked that the item be moved to the meeting of April 24, 2003.

H. Special Presentation – NERT (Neighborhood Emergency Response Team) Update

Lieutenant Juanita Hodge – NERT Coordinator

Lieutenant Juanita Hodge, NERT Coordinator, related that the NERT program came into being due to the Loma Prieta Earthquake. After the earthquake, it became clear that more than standard emergency services would be needed when the "big one" came. Citizens had assisted emergency personnel and volunteered for more help, and due to this response, the San Francisco Fire Department started Emergency Neighborhood Response Team training. The training was patterned after the Los Angeles CERT but is recognized by FEMA to be one of the best.

Lieutenant Hodge pointed out that an additional component was added to the standard NERT training at the request of the Homeland Security Department and the President of the United States, namely, *Terrorism and NERT*. A heightened sense of awareness is being encouraged towards both terrorism from within (Oklahoma City bombing) and from without (New York World Trade Center). NERT is at the grassroots of homeland security - neighbor knowing neighbor, families having a disaster plan, parents training children, and disaster preparedness becoming a way of life.

Lieutenant Hodge reviewed the course plan for the training program and noted that the volunteers are graduated, receiving a *Certificate of Completion* signed by the Chief of Department. She reiterated that the volunteers are vital to the recovery of a city after a disaster and this city can not do without them. Refresher drills a scheduled in the neighborhoods and one city wide drill is scheduled each year. Lieutenant Hodge announced that the **City Wide Drill will be held on April 26, 2003, 9:00 a.m.–12:00 noon, Alioto Place,** in front of City Hall.

In closing, Lieutenant Hodge was able to dispay to the Commission NERT's webpage, which is part of the SFGOV's website. The webpage has an online registration form and an outline of the NERT training curriculum. She also showed a PSA, narrated by Chief Treviño, concerning a major disaster occurring and how vital the role of the NERT-trained citizens will be in saving lives by assisting with rescue and emergency medical care. Lieutenant Hodge also urged everyone to view *Avoiding Armageddon* on April 17, 2003, which will highlight James and Robin Wong, two long-time San Francisco NERT and Red Cross volunteers.

I. Public Comment

Buck Bradbury, NERT neighborhood coordinator for Nob Hill, explained that he had assumed the website development project and established a collaborative website with links to other volunteer organizations and City agencies within the Office of Emergency Services (OES) framework. Recently, NERT has applied for a number of grants but the grantors require measurement of the organization's progress, that is, benchmarks that are comparable to other CERT teams. Mr. Bradbury noted that a large percent of NERT's time is currently devoted to this effort. He praised Lieutenant Hodge for her dedication to the program and noted that San Francisco is far ahead of most cities with having a well established program with many enthusiastic volunteers and a great deal of public interest.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:05 p.m.

Tania Bauer
Secretary

82 Havelock Street
San Francisco, California 94112
March 20, 2003

Subject: 911 Emergency call on
February 24, 2003
Approximately 4:00-4:20
78 Havelock Street, S.F.
(Brian Clearwater- emergency)

Chief Mario Trevino
San Francisco Fire Department
698 Second Street
San Francisco, California 94107

Dear Chief Trevino:

You never believe that one day you may need the services of the Fire Department and the Paramedics to come to your assistance but, my day came and now I know how very important and vital these services can be.

On behalf of myself and the New Mission Terrace Improvement Association, I am writing to extend our deepest thanks to the Fire Department personnel and paramedics who came to my emergency call on February 24th for my neighbor, who was in a critical medical condition.

The response of the Fire Department team was so immediate to my call –just minutes. The men worked so hard and so diligently, but were unable to save Brian's life. They treated everyone on the scene with great respect and kindness. Words cannot express my gratitude to these men - "thank you" seems so very ''wanting" - but , from the bottom of my heart – thank you, thank you. May you all be blessed for the very stressful humanitarian services you give to our community – each and every day.

I will not forget the day of February 24th, it will stay in my memory forever.

Sincerely,

Angela L. Olson

Angela L. Olson
Also the New Mission Terrace Improvement Association

SSF Sail
San
Francisco

One World, One Ocean

March 11, 2003

Lt. Nicol Juratovac
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107-2015

Dear Lt. Juratovac,

Greetings! We at Sail San Francisco would like to give our heartfelt thanks for your help in making the BAP Mollendo's visit to San Francisco a success. Sail San Francisco's mission of promoting international goodwill through tall ships and sail training is reinforced by the support of our greater community. Many of the ships we host could not visit San Francisco without your assistance and generosity. I would like to extend a special thank you for continuing to make the entrance and exit of our visiting ships festive and exciting events with your fireboats. We look forward to working with you in the future to bring training ships, and their attendant opportunities for cross-cultural exchange, to the Bay Area.

With warmth and appreciation,

Alison Healy, CEO Sail San Francisco

2801 Leavenworth Street, 2nd. Floor • San Francisco, CA 94133 Tel: 415 447 9822 Fax: 415 447 7320 • www.sailsanfrancisco.org

Public Information Office@SFGOV 03/25/2003 08:08

Sent by: FirePIO@SFGOV

To: Fire Station10/FIRE/CCSF@CCSF
cc: Fire Administrative Officer/FIRE/CCSF@CCSF, Kelly Madden/SFFD/SFGOV@SFGOV

Subject: Station 10 visit

----- Forwarded by FirePIO/SFFD/SFGOV on 03/25/03 07:55 -----

"Patrick Layne" <patricklayne@yahoo.com>
03/15/03 17:16

To: <FirePIO@sfgov.org>
cc:
Subject: Station 10 visit

SFFD,

I want to commend the firefighters of Station 10 for their warm welcome and friendliness during a recent visit. On Saturday March 15, 2003, I took my wife and children to visit the SF Fire Museum. As we were leaving the museum, Engine 10 was returning from a call and one of the firefighters asked us if we would like to come inside for a tour. We enthusiastically accepted the invitation and were rewarded with an excellent tour of the station. I am extremely impressed with the professionalism and kindness of the firefighters (Dat, Bob and Bob's partner on the ambulance – I didn't catch his name). Please pass on my many thanks and let them know that we truly enjoyed our visit – especially my son Will. I've attached a photo of Will wearing Bob's helmet.

Sincerely,

Patrick Layne

Palo Alto, CA William Layne.JPC

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24/03

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Meeting, Thursday, April 24, 2003 – 4:00 p.m.

698 Second Street ▪ Room 221 ▪ San Francisco ▪ California ▪ 94107

Item No.

1. ROLL CALL

President	Stephen A. Nakajo
Commissioner	Pat Norman (4:15 p.m.)
Commissioner	Carlota del Portillo

Commissioners Roeca and Conroy were excused for business reasons

Also Present
Cheryl Adams, Deputy City Attorney
Tania Bauer, Secretary

2. PUBLIC COMMENT

There was no public comment

DOCUMENTS DEPT.
MAY - 5 2003
SAN FRANCISCO PUBLIC LIBRARY

3. CLOSED SESSION TO CONFER WITH LEGAL COUNSEL

Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to discuss the matter of Yong Shao Ma, et al v. City and County of San Francisco (Superior Court, Case No. 998-809)

1. Commissioner Norman moved for closed session and Commissioner del Portillo seconded. The Commission went into closed session at 4:15 p.m.
2. There was no public comment pertaining to the closed session.
3. The Commission reconvened in open session at 4:50 p.m.
    a. Commissioner del Portillo moved and Commissioner Norman seconded not disclose any action taken in closed session.
    b. Commissioner Norman moved and Commissioner del Portillo seconded not disclose any discussion held in closed session.

4. ADJOURNMENT

There being no further business, the meeting was adjourned at 4:55 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 03-12

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – April 24, 2003 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

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1. **ON ROLL CALL,** the following were noted present:

President Stephen A. Nakajo
Commissioner Pat Norman
Commissioner Carlota del Portillo

Vice President Russell S. Roeca and Commissioner Paul A. Conroy were excused for business reasons.

Mario H. Treviño - Chief of Department
Raymond Balzarini - Deputy Chief, Operations
Gary P. Massetani - Chief of Staff

Assistant Deputy Chiefs – Staff:

Joanne Hayes-White - Division of Training
Paul D. Jones - Division of Support Services (Acting)
Jane Smith - Division of Emergency Medical Services (Acting)

Chief Officers – Staff:

Marshal Isaacs, M.D. - Emergency Medical Services

Chief Officers – Firefighting Services:

Aaron C. Stevenson - Division 2
Richard D. Bracco - Division 3

2. **APPROVAL OF THE MINUTES**

Regular Meeting of April 10, 2003.

Commissioner del Portillo moved and Commissioner Norman seconded. There were no questions or discussion and the minutes were approved as presented.

3. **CONSENT CALENDAR**

All matters listed hereunder (Items A through L) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Management Services

Submitting monthly report from Division of Management Services concerning activities performed during March 2003.

Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during February 2003.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, March 15 through March 28, 2003.

B. Appointments

Reporting the following PERMANENT appointments effective *APRIL 1, 2003*:

H3 Firefighter/Paramedic

Stephen A. Marcotte
Steven Strong

Reporting the following PROBATIONARY appointment effective *JANUARY 30, 2003*:

H3 Firefighter/Paramedic

Denise L. Bailey (vice: New Hire/Hiring Plan)

C. Appointment – Correction

Reporting the following PERMANENT EXEMPT appointment effective *JULY 1, 2002*:

H39 Captain, Training (Airport)

Joseph M. Wilson (vice: Wilson's H30 position)

(Note: Amending Item 3.B – Appointments, Minutes of 02-27-03, to reflect a change in the effective date from 01-16-03 to 07-01-02)

D. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Curran, Daniel J.	H20 Lieutenant	Service	Apr. 12, 2003
Richardson, Eric T.	H20 Lieutenant	Service	Apr. 01, 2003
Verant, Roger D.	H10 Chief's Aide	Service	Apr. 01, 2003
Kiser, Michael C.	H4 Inspector	Service	Apr. 01, 2003
Alexander, Gary M.	H2 Firefighter	Service	Apr. 11, 2003
Favero, James L.	H2 Firefighter	Service	Apr. 20, 2003
Ferguson, William F.	H2 Firefighter	Service	Mar. 07, 2003
Gibson, Richard J.	H2 Firefighter	Service	Mar. 15, 2003
Norris, David F.	H2 Firefighter	Service	Mar. 29, 2003
O'Neil, William R.	H2 Firefighter	Service	Mar. 23, 2003

(Retirement Certificates will be presented at Fire Commission meeting of July 24, 2003)

E. Military Leaves

Submitting for approval applications from two members for Military Leaves of Absence, in order to comply with Military Orders received from their commanding officers:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Caulder, Leonard TSGT (With pay)	H3 FF/PM	03-23-03 thru 04-06-03	15	US Air Force Res. Travis AFB, CA	Attend Active Duty Training
(Without pay)		04-07-03 thru 04-11-03	5	US Air Force Res. Travis AFB, CA	Attend Active Duty Training

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Carnes, Dale E-5 (With pay)	H3 FF/PM (PX)	03-09-03 thru 03-21-03	13	US Coast Gd. Res. Arlington, VA	Attend Annual Training
(With pay)		03-25-03 thru 04-10-03	17	US Coast Gd. Res. Alameda, CA	Attend Active Duty Training
(With pay per City Ordinance)		04-11-03 thru 06-30-03	81	US Coast Gd. Res. Alameda, CA	Attend Active Duty Training
(Without pay)		07-01-03 thru 09-30-03	92	US Coast Gd. Res. Alameda, CA	Attend Active Duty Training

F. Suspension – Cancellation

Reporting that Item 3.E – Suspension, Minutes of 04-10-03, has been cancelled.

G. Resignation

Submitting resignation of 1424 Clerk Typist Tilafagia Manu, effective close of business April 11, 2003. (Resigned with satisfactory services. Approximate length of service – 1-1/2 years.)

H. Leaves of Absence

Submitting requests for leaves of absence with pay for the following:

Investigator Angela Freeman, Bureau of Fire Investigation, for five days, May 27 through May 31, 2003, in order to attend a training class entitled *Advanced Cognitive Interviewing and Forensic Statement Analysis,* presented by Behavior Analysis Training Institute in San Diego, California. The cost for registration, lodging and per diem expenses is included in the 2002-03 budget. Investigator Freeman will not be replaced.

Dorothy Teupel, Clothing Depot, for four days, May 27 through May 30, 2003, in order to attend a seminar held by Allstar Fire Equipment and Lion Apparel in Lexington, Kentucky. All expenses will be paid by Allstar and Lion. Ms. Teupel will not be replaced.

I. Leaves of Absence with Pay

Submitting requests for leaves of absence with pay for the time period from February 2003 through June 2003 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
16	H2 Firefighter	267
1	H4 Inspector	13
2	H20 Lieutenant	158
1	H33 Rescue Paramedic Captain	6
2	H40 Battalion Chief	92
1	H50 Assistant Chief	8
1	7205 Chief Stationary Engineer	15
	Total number of Days with Pay	559

Submitting requests for intermittent leaves with pay for the time period from April 2003 through June 2004 for the following:

1	H2 Firefighter	Jun. 15, 2003 – Jun. 15, 2004
1	H2 Firefighter	Apr. 10, 2003 – Dec. 31, 2003
1	T/H30 Captain	Mar. 09, 2003 – Mar. 09, 2004

J. Leaves of Absence without Pay

Submitting requests for leaves of absence without pay for the time period from December 2002 through June 2004 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
2	H2 Firefighter	296
	Total number of Days w/o Pay	296

K. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Engine 36	02-3-150	2/26/03	514	C	File

Cause: While responding to unit dispatch with red lights and siren, Eng 36 was struck by two vehicles as Eng 36 drove through the intersection against the red light

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Truck 2	02-3-155	3/3/03	619	C	File

Cause: While responding with red lights and siren, Trk 2 proceeded through intersection against a red light and was struck by a civilian vehicle

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Medic 8	02-3-156	3/3/03	740	B	Bill

Cause: Responding with red lights and siren, Medic 8 was struck in the intersection by a civilian vehicle that failed to yield

Engine 40 02-3-157 3/11/03 507 A File

Cause: While responding and making a sharp right turn, the right rear tire of Eng 40 dropped into a road depression causing damage to the apparatus

Truck 9 02-3-158 3/12/03 612 B File

Cause: While making a right turn, Trk 9 was struck by a civilian vehicle attempting to pass the apparatus; civilian vehicle did not stop

Engine 3 02-3-159 3/13/03 538 B File

Cause: While responding with red lights and siren, Eng 3 was struck by a civilian vehicle that veered in front of Eng 3

Truck 8 02-3-160 3/14/03 623 A File

Cause: While making a right turn, the right rear wheel of Trk 8 scraped a parked civilian vehicle

Medic 17 02-3-161 3/16/03 743 A File

Cause: Misjudged clearance - While parking at a medical incident, Medic 17 struck a parked civilian vehicle

Engine 42 02-3-162 3/19/03 513 A File

Cause: Driver inattention - While repositioning at an incident, Eng 42 struck a parked civilian vehicle, and then when pulling away, struck a steel protective stanchion

Truck 1 02-3-163 3/19/03 631 A File

Cause: While responding and attempting to avoid another vehicle, the rear portion of Trk 1 struck a parked civilian vehicle

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

L. Communications Received by Commission

The following communications have been received by the Commission from April 3, 2003, through April 17, 2003:

1. From John Darmanin, regarding the achievements and awards received by John Michael Chapman and the receipt of an anonymous letter with a personal threat against him of which he was not notified. Copy: each Commissioner, Chief of Department, and Deputy Chief, Operations.

Commissioner del Portillo moved and Commissioner Norman seconded. There were no questions or discussion and Items A through L on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted ten letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Report

Report from Chief of Department Mario H. Treviño on current issues, activities and events in the Department.

Mario Treviño, Chief of Department, noted that the Department continues to work on next fiscal year's budget and that the final draft of the Mayor's proposed budget is not yet ready.

Chief Treviño reported that in order to preclude problems with the world SARS outbreak, staff has convened and will be working on a written set of protocols, under the guidance of Marshal Isaacs, M.D., Medical Director, for a proper prophylaxis for Fire Department employees.

Commissioner del Portillo suggested that the public be made aware of the fact the Fire Department is undertaking preventive measures and developing processes to address the health and safety of the people.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Leave of Absence

Submitted request for leave of absence with pay from Chief of Department Mario H. Treviño, for one day of Administrative Leave on May 2, 2003, to attend the Annual Meeting of the I.A.F.C. Professional Development Committee Meeting at the *Fire Rescue Med* Conference in Las Vegas, Nevada. All expenses to be paid by the International Association of Fire Chiefs (I.A.F.C.).

Commissioner del Portillo moved and Commissioner Norman seconded. There were no questions or discussion and the request for leave of absence with pay was approved.

D. Fire Commission Resolution

Submitted for adoption Resolution No. 03-5 accepting the *Skiff* from Livingston Boats, Inc., to assist the San Francisco Fire Department in effecting bay rescues and firefighting efforts.

Commissioner del Portillo moved and Commissioner Norman seconded. There were no questions or discussion and Resolution No. 03-5 was adopted.

E. License Agreement (Cont'd from Meetings of 03-27-03 and 04-10-03)

Submitting for review and approval a license agreement between the City and Dragon Models USA, Inc., a toy company that manufactures and sells action figures as well as fire trucks and fire equipment accessories.

Margaret Baumgartner, Deputy City Attorney, stated that the issue to be resolved by the City Attorney's Office is who actually has the authority to a license for the trademark for the San Francisco Fire Department. She suggested that the Commission alter the resolution to simply authorize the Chief, to the extent that he has the authority to do so, to negotiate this license agreement. She will work directly with the Chief on the authority issue and the specific terms of the license agreement once a decision is reached.

Ms. Baumgartner further explained that what is at issue is not the design of the action figures themselves, which are the property of the manufacturing firm, but the use of the patch which is the logo of the San Francisco Fire Department.

The License Agreement item was tabled, at the discretion of the Chair, until the City Attorney's Office resolves the authority issue.

F. FY 2003-04 Budget (Cont'd from Meetings of 02-27-03, 03-13-03, 03-27-03 and 04-10-03)

Review and submittal of FY 2003-04 Preliminary Baseline Budget to Mayor's Office

Mario Treviño, Chief of Department, stated that the final draft of the budget for FY 2003-04 has not yet been released and asked that the item be moved to the meeting of May 8, 2003.

G. Retirement Presentation

Award(s) of Honorable Service to member(s) of the San Francisco Fire Department.

(Note: This item was moved to the meeting of May 8, 2003)

H. Public Comment

John Hanley, President, San Francisco Firefighters Local 798, wished to quote from his letter to the Commission that the expansion of the ALS Engine Pilot Program will increase expenses with no increase in services. At this time, the union sees no justification to spend taxpayers' money when the City's deficit stands at $347 million and the Fire Department has been asked to cut $20 million yet the Fire Commission wishes to increase the Department's budget by expanding the Rapid Paramedic Response System. Mr. Hanley asked that the Commission reconsider its decision on the expansion of this program at this time. Furthermore, if the Commission proceeds with the expansion of the program, Local 798 insists that they have equal input and representation in the evaluation of the entire ALS Engine Pilot Program, not only the last phase.

Marchelle Philips, member, Joint City Local 21 Internal Placement and Layoff Committee, related that the Committee is having difficulties performing their assigned task, which is to initiate and work on placement for individuals who will be laid off, because the Fire Department has not provided a budget and, therefore, it is yet unknown which classifications may be laid off. The Committee started meeting on April 9th and hoped to have some material by April 24th since they anticipated having a tentative placement plan by May 15th.

A letter sent by Local 21 representatives to Chief Treviño asking which positions would be impacted yielded no response since there was no budget yet. Ms. Philips hoped that at least an indication of which positions would be affected would be helpful. The Committee meets each Friday with Ben Rosenfeld, Mayor's Budget Office, to review job specifications or classifications that fall in Local 21's membership citywide, but they are stymied since any placement plan drawn up at this time would not be valid without input from the Fire Department. Ms. Philip's appealed to both the Commission and the Chief for support in order for the Committee to proceed with their work.

At Commissioner Norman's request, Chief Treviño responded that the budget process has been protracted and the Mayor's Office has been working with the Fire Department more than with most departments because it is a public safety department. The Chief stated that he anticipated a working draft by early next week that will be part of the Mayor's proposed budget. As soon as it becomes available, it will be conveyed to the Commission and the labor organizations. He apologized for the fact that he could not provide any answers yet since he did not have ability to release any information that had not been decided upon.

President Nakajo wished to acknowledge and indicate his appreciation for members of the Department that came to Fire Commission meetings to voice concerns or provide information. He was pleased to see President Hanley at the meeting and acknowledged receiving the letter, which dealt with issues that concerned members of Local 798.

President Nakajo wished to comment that the Commission has a mandate and that part of that mandate came from the Mayor's wish to implement EMS. It was in evidence when the Commission held interviews for a new Chief, and it was a mandate passed unto Chief Treviño when he became Chief of the Department. The Commission believes EMS to be an integral part of the Department and there is no differentiation to them between Suppression and EMS, even if each has a unique set of qualifications and skills, since both are members of the family that is the Fire Department. Furthermore, the issue of a review and evaluation, after the full implementation of the ALS Engine Program, holds a high priority with the Commission. The Commission will encourage the Chief and his staff to provide timely input regarding progress; additionally, a final report will be presented before the Commission.

President Nakajo wished to explain that the cuts to the Department's FY 2003-04 budget had not been finalized and the Commission did not wish to make premature announcements that could be later retracted or changed. He hoped that no component of the Department would be reduced but the reality is that to meet the $20 million cut requested by the Mayor something would have to go.

In closing, President Nakajo stated that there has been a perception by former, or even current Supervisors, and members of the Budget Analyst's Office that the Fire Department is unable to make tough decisions or to manage itself. After observing the Department for over seven years from his vantage point as a Commissioner, he believes that the Department has shown that it has the expertise and accountability to implement not only the Consent Decree but also EMS. He preferred to see the Department perform a self-appraisal and deal with reality than see someone from the outside impose them.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:05 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

SAN FRANCISCO FIRE COMMISSION

RESOLUTION 03 - 5

WHEREAS, Livingston Boats, Inc., has offered the San Francisco Fire Department a donation of one model 12T boat (Skiff) with a steering console, with a value of $2,916; and

WHEREAS, the Skiff will assist the San Francisco Fire Department in meeting it's mission of protecting the lives and property of the citizens of the City and County of San Francisco; and

WHEREAS, in return for the donation of the Skiff the Department agrees to supply Livingston Boats, Inc., with pictures of the Skiff in operation and a recommendation of their product; and

WHEREAS, the San Francisco Fire Department will use the Skiff to effect bay rescues, inspect piers and wharves, and for firefighting efforts; now, therefore, be it

RESOLVED, that the San Francisco Fire Commission gratefully accepts the gift from Livingston Boats, Inc., and directs the Chief of Department to use this Skiff to carry out the Department's mission of saving the lives and property of the citizens of the City and County of San Francisco.

Adopted at the Regular Meeting of the San Francisco Fire Commission on April 24, 2003

Ayes: Nakajo, Roeca, Norman, del Portillo and Conroy

Tania Bauer, Secretary

LIFE LEARNING ACADEMY
651 8th Street, Treasure Island, San Francisco, California 94130 • 415.397.8957 • fax: 415.397.9274

April 4, 2003

Mario H. Trevino, Chief
SAN FRANCISCO FIRE DEPARTMENT
698 Second Street
San Francisco, CA 94107-2015

Dear Chief Trevino,

Our faculty, staff and students were indeed honored by your Hazardous Material team's presentations on March 25, 2003. The presentations were not only interesting and informational, but also greatly reassuring to our students during this troubled time. We very much appreciate the time and effort of the SFFD HAZMAT team:

- Lieutenant William J. Lafferty
- Firefighter Michael C. Magalong
- Firefighter Shane G. Francisco
- Firefighter Charles F. McCoy

Please accept our sincerely thanks.

Warmly,

Toni Alexander

Toni Alexander
Administrator

cc: ADC Joanne Hayes-White
Battalion Chief Ted Copporandy
Lieutenant Michael W. Delane

April 2, 2003

Leslie Bauer
211 9th Avenue
San Francisco, CA 94118

Mr. Mario Trevino
Chief of Department
San Francisco Fire Department
Headquarters
698 2nd Street
San Francisco, CA 94107

Dear Mr. Trevino,

Yesterday I came under the care of two of your outstanding medics, Natalie Levchenko and Stephen Ardigo. They are with Fire Station #28, Medic #28. I just want to let you know that they were both kind and professional in their care for me. I could not have received any better treatment. I want to commend them and let you know of their exceptional service. You all have a very difficult job to do in your service to the community and I want to let you know that I appreciate it very much. Many of us do!

Best regards,

Leslie Bauer

Leslie Bauer

28603 Leacrest Drive
Rancho Palos Verdes, CA 90275
March 25, 2003

Fire Chief
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Re: Service Appreciation

Dear Chief:

This is a letter to express my appreciation for your department's assistance on the night of March 14, 2003.

We had just arrived in your city and while walking to our hotel, my wife fell and hit her head on the sidewalk in front of Pier 39. As she was bleeding from a head wound and was taking a blood thinner medicine, I called 911. It seemed that from the end of the call until I heard the sirens (both the rescue ambulance and engine company), only a minute had passed.

I especially wanted to thank the fire lady and fireman of Medic 28 (I hope that I remembered the correct call sign). I'm sorry that I did not get their names. They treated my wife and transported us to the hospital.

Again thank you and your department for your assistance in our time of need.

Sincerely,

Michael E. Butler

AMERICAN LaFRANCE
A Subsidiary of FREIGHTLINER LLC

March 14, 2002

City of San Francisco Fire Department
Mario Trevino, Chief of Department
698 2nd Street
San Francisco, CA 94112

Randy Hummer
Manager Sales Administration
American LaFrance Corp.
8500 Palmetto Parkway
Ladson, SC 29456
(843) 486-7504 Phone

Subject: City of San Francisco Support Staff

Dear Chief Trevino

I would like to compliment your organization for the quality and professionalism of its personnel. Over the past six years, I have worked with Captain Garry Bradford, Michael Walsh and Jerry Keohane during the design, manufacture and inspections of various fire apparatus including the tractor drawn aerials and pumper apparatus currently in service in the City of San Francisco. During this time it was evident that a great amount of time and effort was put into each project by these people.

Most recently I had the opportunity to work with Mr. Walsh and Mr. Keohane during the pre - construction conference of the Heavy Rescue apparatus purchased by the City. Michael and Jerry were extremely helpful with their involvement in the meeting with our engineering staff. Michael exhibited a thorough knowledge of every phase of the apparatus and should be considered a valuable asset to your organization. Michael has done a par-excellent job keeping in balance the best interests of the Fire Department, Fleet Maintenance and City of San Francisco throughout the process.

We feel that it is important to maintain an open line of communication with our customers to better understand your needs and requirements throughout the design and manufacturing process of our products. We value the experience and input of people like Michael and Jerry who work with this equipment every day. This feedback allows us, the manufacturer to make improvements in our designs, safety and efficiencies for both the Fire Department and Central Shops.

In short, it has been a pleasure to work with the City of San Francisco as your personnel's professionalism and courtesy are exemplary. We thank you for your business association with us and appreciate the commitment and involvement of your staff.

Sincerely,

Randy Hummer

Randy Hummer
Manager Sales Administration
American LaFrance Corporation

March 28, 2003

San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Dear Firefighters:

On behalf of my family, I want to thank all of the firefighters who were present at the fire next door to our house at 2380 Franklin Street on the night of March 14. It is astounding to us that you were able to keep the fire from spreading to our house, considering how close the houses are to one another. You are all obviously well trained and completely professional. My 93 year old mother, who owns the house and has lived there since 1966, is particularly grateful to you.

Many, many thanks for a job well done.

Pamela Halse

Pamela Halse

San Francisco
State University

HealthPath
A Health Careers Opportunity Program

College of Health & Human Services
1600 Holloway Avenue
San Francisco, California 94132

Tel: 415/338-3466
Fax: 415/338-0955
E-mail: hpath@sfsu.edu

Chief Mario A. Trevino
698 Second St.
San Francisco, CA 94107
FAX: (415) 558-3407

March 24, 2003

Cc: Fernando Juarez
Mike Arsanis
Ken Dever

On Friday, March 21, 2003, Dr. Martin Luther King, Jr. Academic Middle School held a career fair for its 6th, 7th, and 8th grade students. Students specifically requested to learn more about the jobs of paramedics and E.M.T.'s. Lt. Juarez organized Mike Arsanis (paramedic firefighter) and Ken Dever (E.M.T. firefighter) to come to the school and speak to the students about their careers. They arrived in an ambulance and spoke to students about their job duties. Their presentation was very interactive, demonstrating how the equipment is used and allowing students to ask questions. In addition, Lt. Juarez distributed information on fire and earthquake safety along with fire alarm replacement batteries.

HealthPath is a program that works with students from educationally and/or financially disadvantaged backgrounds. At the middle school level, we seek to educate students on what health career options are available to them, and with the help of your staff, we achieved this! Thank you for allowing this educational opportunity to occur! We look forward to more career days and events!

Sincerely,

Jennifer McKeon

Jennifer McKeon, School Liaison

JCRC
JEWISH COMMUNITY RELATIONS COUNCIL
of San Francisco, the Peninsula, Marin, Sonoma, Alameda and Contra Costa Counties

MAIN OFFICE
21 Steuart Street, #301
an Francisco, CA 94105
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200 N. San Pedro Road
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Fax: 415.499.0308

EAST BAY REGION
1 Grand Ave., Suite 500
Oakland, CA 94610-5054
Tel: 510.839.2900 X211
Fax: 510.839.3996
e-mail: jcrc@eb.jfed.org

March. 25th, 2003

Lt. Juarez,

I wanted to take this opportunity to officially and personally thank you on the behalf of the Jewish Community Relations Council for your assistance and participation in our "Emergency Planning and Civil Defense Preparedness" conference on March 24th at the Ritz-Carlton Hotel in San Francisco. It was a pleasure to work with such a consummate professional and we received excellent feedback on your valuable remarks and the presentation you shared at the event.

We greatly appreciated your efforts and the time you shared particularly in these difficult days for our city. I believe the information greatly contributed to the affair and the education of all those who attended from the Jewish community.

Your dedication to serving community needs and the many hours you took from your busy schedule are a testament to the character of the San Francisco Fire Department and its members.

Your exemplary efforts and willingness to contribute your knowledge and expertise played a large part in the success of the occasion.

Again, I extend our thanks and my personal appreciation for your fine work and look forward to working with you again soon.

Sincerely,

Allan Lavigne
Bay Area Director of Security &
Emergency Services for
The Jewish Community Relations Council

Cc: M. Trevino
A. Porth,
D. Kahn

JCRC is a beneficiary of the Jewish Community Federation and the Jewish Federation of the Greater East Bay

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SANTA BARBARA • SANTA CRUZ

INSTITUTE OF URBAN AND REGIONAL DEVELOPMENT
104 Wheeler Hall # 1870
(510) 642-4874
FAX (510) 643-9576

BERKELEY, CALIFORNIA 94720

April 7, 2003

On Thursday April 3 I fell at the SF Opera House and sustained a multiple, compound fracture of the wrist. Two angels of mercy took me to Kaiser ER. I was sufficiently impressed by their compassion and professionalism that I asked for their names, so as to be able to write this letter. It was Medic 5, Jeanine Nicholson and Danny Bendo, and they were great!

Glenna Matthews

P.S. It was my left wrist, and I'm right-handed, happily.

AARP
CHAPTER

San Francisco, Ca.
March 15, 2003

Mario Trevino, Chief of Dept.
698. 2nd St.
San Francisco, Ca 94107

Dear Sir:

We wish to thank you for giving us the privilege of listening to Lt Fernando Juarez on his informative talk on Fire Safety.

We are looking forward to his visit at our next meeting on April 19 (Saturday AM.), with additional information. Everyone enjoyed his presentation.

We want to thank you for permitting him to attend our meeting.

Sincerely
Dora Solari
Secretary of AARP. Sunset Chapter
#2822.

A Chapter of the American Association of Retired Persons, Inc.

Dear Chief Treviño:

Please convey our thanks to Lt. Fernando Juarez, Lt. Jeff Turnquist*, F.F. Carol Conley*, and F.F. Greg Stangland* for an interesting and informative presentation.

Sincerely,
Katherine
Powell
Cohen
(parent)

* of Eng. 38

"Hello.
Thank you
for showing
us all the
fire stuff.
If there's a
fire, call 911."

Laurel Hill Preschool

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Meeting, Thursday, May 8, 2003 – 4:00 p.m.

698 Second Street ▪ Room 221 ▪ San Francisco ▪ California ▪ 94107

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Item
No.

1. **On ROLL CALL,** the following were present:

President	Stephen A. Nakajo
Vice President	Russell S. Roeca
Commissioner	Pat Norman
Commissioner	Paul A. Conroy (4:10 p.m.)

Commissioner Carlota del Portillo was excused for business reasons

Also Present
Terence Howzell, Deputy City Attorney, Counsel for the San Francisco Fire Department
Tania Bauer, Secretary

2. **PUBLIC COMMENT**

There was no public comment

3. **CLOSED SESSION TO CONFER WITH LEGAL COUNSEL**

Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to discuss the matter of John Darmanin vs. CCSF, et al (Superior Court Case No. 502-410)

1. Commissioner Roeca moved for closed session and Commissioner Norman seconded. The Commission went into closed session at 4:10 p.m.
2. There was no public comment pertaining to the closed session.
3. The Commission reconvened in open session at 4:45 p.m.
    a. Commissioner Roeca moved and Commissioner Conroy seconded not disclose any action taken in closed session.
    b. Commissioner Norman moved and Commissioner Conroy seconded not disclose any discussion held in closed session.

4. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 4:50 p.m.

Tania Bauer
Secretary

FIRE COMMISSION

City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 03-15

MINUTES OF THE FIRE COMMISSION

Regular Meeting, Thursday, May 8, 2003 – 6:00 p.m.
698 Second Street, Room 102

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Item
No.

1. **ON ROLL CALL,** the following were noted present:

Vice President Russell S. Roeca
Commissioner Pat Norman
Commissioner Paul A. Conroy

President Stephen A. Nakajo and Commissioner Carlota del Portillo were excused for business reasons.

Mario H. Treviño - Chief of Department
Raymond Balzarini - Deputy Chief, Operations
Joseph C. Asaro - Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Khairul A. Ali - Division of Management Services
Bernie F. Lee - Division of Airports
Joanne Hayes-White - Division of Training
Paul D. Jones - Division of Support Services (Acting)
Gary P. Massetani - Division of Fire Prevention & Investigation
Jane Smith - Division of Emergency Medical Services (Acting)

Chief Officers – Staff:

Marshal Isaacs, M.D. - Emergency Medical Services
Michael Casner, M.D. - Emergency Medical Services

Chief Officers – Firefighting Services:

John F. Harrington - Division 2
Aaron C. Stevenson - Division 3

2. **APPROVAL OF THE MINUTES**

Regular Meeting of April 24, 2003, and Special Meeting of April 24, 2003.

There was no quorum for the approval of the minutes, but the correction was incorporated into the minutes of the Regular Meeting of April 24, 2003.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through G) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during April 2003.

Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during March 2003.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, March 29 through April 11, 2003.

B. Military Leave

Submitting for approval application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Varona, Wilfredo TSGT	H2 FF	04-14-03 thru 04-28-03	15	US Air Force Res. Travis AFB, CA	Attend Active Duty Training

C. Resignation

Submitting resignation of H33 EMS Captain Nancy M. Bahnsen, effective April 16, 2003. (Resigned with satisfactory services. Transferred from DPH 07-01-97.)

D. Separation

Reporting separation of H110 Marine Engineer Richard Currie, effective April 21, 2003. (Reached permissible time limit. Started work 08-11-00.)

E. Leaves of Absence

Submitting requests for leaves of absence with pay for Investigators Dennis King and Charles Pistoia, Bureau of Fire Investigation, for two days, May 15 through May 16, 2003, in order to attend a seminar entitled *Investigation of Gas and Electric Appliance Fire* held by the Fire Finding Laboratories, in Benton Harbor, Michigan. Registration fee, transportation, and lodging are included in the 2002-03 budget. Investigators King and Pistoia will not be replaced.

F. Leave of Absence

Submitting request for leave of absence with pay for Firefighter MeiBeck L. Chung, Grant Section, Division of Management Services, for five days, May 5 through May 9, 2003, in order to attend the Federal Emergency Management Agency's (FEMA) Assistance to Firefighters Grant Program Technical Review Panel at the National Fire Academy in Emmitsburg, Maryland. There is no cost to the City; all expenses to be paid by FEMA. Firefighter Chung will not be replaced.

G. Communications Received by Commission

The following communications have been received by the Commission from April 18, 2003, through May 1, 2003:

1. From John Ford, commenting on the seeming disinterest of Police Department patrol cars regarding illegally parked cars in front of fire hydrants. Copy: each Commissioner and Chief of Department.

2. From Peter Gross, regarding the delay and obstruction of the next scheduled phase of ALS/Paramedic staffed engines thereby denying quality care to citizens of San Francisco. Copy: each Commissioner and Chief of Department.

3. From Bryan J. Hendon, commenting on the General Order which further expands ALS engines to downtown area and announcing establishment of a paramedic website for a reliable chain of communication. Copy: each Commissioner and Chief of Department.

4. From Norm Caba, thanking the Commission for their support of the ALS engine expansion and hoping that at some time every citizen of San Francisco will have a paramedic available at their closest firehouse. Copy: each Commissioner and Chief of Department.

5. From John Hanley, President, Local 798, apprising the Commission of the increased cost associated with the expansion of the ALS program to downtown stations and reminding them of the City's $347 million deficit and the request for a $20 million cut from the Fire Department in services. Copy: each Commissioner and Chief of Department.

Commissioner Conroy moved and Commissioner Norman seconded. There were no questions or discussion and Items A through G on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted three letters commending members of the Department for response to requests for assistance, emergencies, or training.

Commissioner Roeca directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department Mario H. Treviño on monthly status of department personnel, equipment and apparatus for April 2003.

Chief Treviño noted that the Department continued to work with the Mayor's Office on the Mayor's proposed budget. The document has not yet been finalized but the Department anticipates that it will be completed soon.

Commissioner Roeca directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Report on Greater Alarms and Significant Incidents

Raymond Balzarini, Deputy Chief, Operations, presented the report and remarked that there was only one second alarm even though there was an increased number of working fires. Chief Balzarini considered this to be a tribute to the men and women of the San Francisco Fire Department.

April 28, 2003 – 1233 17th Street (between Texas and Missouri)
At 22:43 hours, second alarm, in a residential/commercial two-story, type 5 building: 26 units and 78 firefighters responded, combined damage to building and content $165,000. No firefighters were injured. Cause of fire remains under investigation. One adult was displaced and the Red Cross notified.

D. Report from Emergency Medical Services

Marshal Isaacs, M.D., SFFD Medical Director, and EMS staff

Rapid Paramedic Response System (RPRS) and ALS Engine Program
Dr. Isaacs noted that on April 28, 2003, the Department expanded the RPRS to include additional engines, and is currently attempting to staff 26 ALS engines each day. He added that nearly all ambulances are now staffed with one firefighter/paramedic and one EMT.

Ehrhardt Groothoff, EMS Operations Chief, remarked that there have been successes and challenges in the implementation of RPRS. The daily dispatches for the new downtown ALS engines, compared to prior months, were essentially the same but there were some notable exceptions and these caused concern. Engine 1, Engine 3 and Engine 41 had an increased number of calls and they already are busy units. Chief Groothoff noted that the data had been analyzed and it was determined that the cause was staffing. In that seven-day period, there was only one day in which the system had been fully staffed with paramedics. EMS staff will modify the staffing matrix, review CAD dispatches and all patient charts. Chief Groothoff assured the Commission that in the next monthly report response time data will be available for comparison to previous months.

Paramedic Refresher Training
Dr. Isaacs stated that 204 paramedics underwent intensive training on: (1) toxicologic emergencies, (2) kidney and urological emergencies, and (3) medical chart documentation. Through battalion-based training, every field member is receiving a 20-minute lecture and the General Order regarding SARS.

Planning Department's Response to SARS
EMS staff is working with the Department Physician's Office to provide the most accurate and most current information regarding the SARS virus. The Department has convened a *SARS Working Group* chaired by the Department's Physicians, Dr. Lubell and Dr. Rill, and facilitated by Dr. Isaacs.

Green Street Fire
Three victims were rescued and resuscitated due to the extraordinary and expert efforts of the crews that were the "first in" engines, trucks, rescue squad and. The two boys have made a complete recovery and the grandmother continues to improve at the SFGH Trauma

Center. All members who participated in these rescues and resuscitations are to be congratulated for job well done.

Jane Smith, Acting EMS Chief, provided an update on a number of health preventive programs with which the EMS Division is currently involved. She noted that Paramedic Captain Niels Tangherlini oversees a number of these programs. The Department is working closely with the Department on Aging and Adult Services to address the needs of San Francisco's large elderly population who already rely heavily on ambulance services. The Mobile Outreach Support Team (MOST) is another program that is instrumental in connecting homeless people to services. In the most recent program, EMS staff, working with the Board of Supervisors' *Task Force on Asthma,* will be provide paramedics for outreach and prevention services to children and their families. Chief Smith added that being involved in these programs supports EMS' mission and goals of reducing suffering within the community and using paramedics to do public health outreach.

E. Retirement Certificate

Reporting Award of Honorable Service to the following member:

Name	*Type of Retirement*	*Years of Service*	*Retirement Date*
Assistant Chief Mark J. Barbano	Service	33	Jan. 18, 2003

Chief Barbano was unable to attend and the Certificate for Award of Honorable Service will be mailed to him.

F. Special Presentation – Overtime: Approval, Use and Control

Joseph C. Asaro, Deputy Chief, Administration

Christine Ragan, Chief Financial Officer, and Khai Ali, Assistant Deputy Chief, Management Services, presented the material.

Ms. Ragan informed the Commission that overtime had actually decreased by 29.7 % from FY 2000-01 to FY 2001-02. In the current fiscal year, the Department has only spent 73% of its allocated overtime budget. Ms. Ragan credits these decreases to an aggressive hiring plan by the Department to fill numerous vacancies. The Department is closely following retirements for this fiscal year with 63 uniformed members retired since July 1, 2002, and 59 members have indicated their intent to do so by the end of this fiscal year.

Ms. Ragan indicated the fluctuations in overtime by plotting the current and the three previous years on a graph. She pointed out a high of 45 WDOs in 2001 and compared it to the dramatic decrease as soon as a new class of recruits graduated and was incorporated into the workforce. Ms. Ragan responded to questions by the Commission regarding hiring firefighters versus using overtime.

Chief Ali hoped that she could explain the WDO (Working on Day Off) and answer further questions for the Commission regarding the Assignment Office. She stated that a "Hit List" is created for each shift by having members volunteer and sign up via the PeopleSoft computer system by 9:00 a.m. the day prior to the day they wish to work. Chief Ali provided a sample hit list to the Commission and indicated the various ranks of employees that were signed up. She added that the Airport, Bureau of Equipment and Arson prepare their WDOs lists in-house. Occasionally, mandatory lists are released by the Department during major holidays or in emergency situations, such as during the attack on the World Trade Center on 9/11.

Discussion ensued with Commissioners asking questions regarding use and abuse of overtime, sick pay, disability and Workers Comp and with Ms. Ragan responding. Chief Ali responded to questions regarding full staffing of the Assignment Office and the hiring of civilians to replace the Lieutenants that currently staff it.

G. **FY 2003-04 Budget** (Continued from Meetings of 02-27-03, 03-13-03, 03-27-03, 04-10-03 and 04-24-03)

Review and submittal of FY 2003-04 Preliminary Baseline Budget to Mayor's Office was continued to the next meeting.

H. **Public Comment**

Niels Tangherlini, Paramedic Captain, spoke on behalf of H1 and 2532 Paramedics who he believed could be instrumental in spearheading the Department's response to the crisis in public health. The H1s and 2532s are willing and able to provide outreach and act in preventive capacities in such programs as MOST, the Asthma Task Force and the Elderly Case Finder Program. Paramedic Captain Tangherlini believes these efforts would reduce suffering and save funds both for the Department and for the City of San Francisco.

Marchelle Philipps, member, Joint Local 21 Internal Placement and Layoff Committee, stated that due to the Department's budget not being finalized members of Local 21 still do not know how they will be affected by citywide layoffs. She wondered what layoff procedures are being used since the Department's budget has not yet been finalized but three members of the Department have already received layoff notices.

DaRand Shariah, 23-year Paramedic, apologized because his comments will be about a rumor that the Department intends to layoff H1's and 2532s. He referred to a phase of the merger where a new configuration was to be used – one paramedic and one EMT per ambulance and a paramedic on an engine. Mr. Shariah does not believe that this plan is working well since the Department is currently dispatching two engines and an ambulance to handle a single emergency when two paramedics are needed at the scene. He suggests that sending one ambulance with two paramedics accomplishes this far better with less use of personnel and apparatus. With the current budget crisis, an ambulance staffed with two H1 paramedics would be by far the most expedient answer.

John Meade, Chapter President (H1), Local 790, 24-year Paramedic, stated that he was also aware of the rumor that the H1 and 2532 classifications appeared on a list of possible cuts within the Department. Even though Mr. Meade had requested the document under the Sunshine Ordinance, he was told it was Attorney-Client privileged information and he did not receive it. He wished to know if there is concrete or tentative proposal that specifically eliminates the H1s and 2532s from the budget. Mr. Meade understands how painful it is for the Chief and the Commission to have to cut $20 million from the baseline budget but he hopes that the decisions to be made are based on good public policy and patient care and not politics. He finds it hard to believe that getting rid of the most experienced and most efficient paramedics can be justified on its merits. Mr. Meade noted that even though the H1s and 2532s are *different*, since they work 10-hour shifts and belong to a another union, they have much to offer to the Department and their contributions should be taken into consideration.

Debra Tanis, 14-year Paramedic, spoke in support of the Department retaining H1 and 2532 paramedics due to their professional expertise and unique contribution to the Fire Department.

Steve Ager, 23-year Paramedic, spoke in support of the Department retaining H1 and 2532 paramedics due to their professional expertise and unique contribution to the Fire Department.

Jean Duncan, Paramedic, spoke in support of the Department retaining H1 and 2532 paramedics due to their professional expertise and unique contribution to the Fire Department.

Lorrie Beth Slonsky, Paramedic, spoke in support of the Department retaining H1 and 2532 paramedics due to their professional expertise and unique contribution to the Fire Department.

Terry Hogue, 14-year Paramedic, spoke in support of the Department retaining H1 and 2532 paramedics due to their professional expertise and unique contribution to the Fire Department.

Jeanine Nicholson, H3 Firefighter/Paramedic, representative, United Fire Service Women, stated that UFSW was adamantly opposed to the proposed cuts of H1 and 2532 paramedics. The increased budget cuts throughout the city will directly impact and increase the EMS workload, already the busiest units in the Department. In addition, the ambulance units are the only ones that generate $14 million in revenue annually. Furthermore, the most experienced female paramedics working on ambulances are in the H1 and 2532 ranks. UFSW believes that to cut the handful of paramedics, which are the most experienced and have the highest hourly call volume of any ambulances in the city, would be fiscally shortsighted and would contradict the Fire Department's mission of providing high quality EMS services.

Alissa Van Nort, H2 Firefighter, spoke in support operators, single engine companies and the H1 and 2532 category since she understood that there was a possibility of these being affected by budget cuts.

Jonathan Frank, 25-year Paramedic, wished to read a letter from Larry Bradshaw, Chapter President (2532), Local 790. Mr. Bradshaw castigated Chief Treviño and the Department for not playing by the rules that they established, namely, not to engage in gossip and rumor because *accurate information on any budget or proposed budget will be communicated to the Department as soon as it becomes available*. H1s, 2532s and other civilian employees took the Chief at his word and waited for updates. Meanwhile, Local 798 launched a major public campaign – *Cut the Fat and not the Firefighter*. Mr. Bradshaw states that there is a document purporting the layoff of H1s and 2532s. He points out that no one called them, no one asked for their ideas or input, even though two medical storekeepers were laid off. He requested the document that contains these potential layoffs in order to verify the numbers involved and to respond by delineating this group's contributions to the Department's mission.

Commissioner Norman praised the work of emergency medical services and did not considered it that relevant by whom the work was performed - H1s or H3s or 2532s. She reaffirmed that the Commission greatly appreciated the work itself and everything that these individuals went through to be able to provide these services. She noted that it was not easy to fit into a culture that was not welcoming.

Commissioner Norman stressed that the Commission does not want any cuts to the Fire Department and that this was clearly expressed each and every time the Department made its case, wherever the venue. The Commission strongly believes in the work that the Department is doing and supports all of its members.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 8:00 p.m.

Tania Bauer
Secretary

Shirley L. Fairbairn
6355 Pinehaven Road
Oakland, CA 94611

April 24, 2003

San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

To whom it may concern:

I would like to express my sincere thanks to the paramedics and fire department personnel who assisted me on Tuesday, April 8th 2003 at approximately 9:15 a.m. I was just getting off the BART train at the Powell Street Station when I began hemorrhaging. I was 9 weeks pregnant.

The medics and firemen were very considerate and compassionate as well as professional. They spoke to me about miscellaneous things to get my mind off of my emergency. It was a very scary time for me and I appreciate their kindness.

I am happy to report that I did not have a miscarriage, I am 11 weeks pregnant and everything is going fine. The bleeding was from some burst blood vessels in my cervix. I would appreciate it if you could pass on my good news and appreciation. They may have only been doing their job, but they should know how well a job, they do!

Thank you,

Shirley L. Fairbairn

Shirley Fairbairn

Public Information Office@SFGOV 04/17/2003 08:57

Sent by: FirePIO@SFGOV

To: Kelly Madden/SFFD/SFGOV@SFGOV
cc: Fire Administrative Officer@SFGOV

Subject: Thank you!

----- Forwarded by FirePIO/SFFD/SFGOV on 04/17/03 08:56 -----

"Richard & Kathleen Fraser" <chefplus1@mindspring.com>
04/16/03 15:14

To: <FirePIO@sfgov.org>
cc:
Subject: Thank you!

Dear Chief Trevino,

I was injured last year on September 23rd while surfing at Ocean Beach. The fin of my surfboard lacerated my thigh to the femur. I would like to acknowledge the work of Firefighter/EMT Johansen of engine company 18. Mr. Johansen saved my life and was a credit to the department and a total professional. I have recovered fully. I hope my thanks and recognition of firefighter Johansen outstanding service is noted in his service record.

A grateful surfer,

Richard Fraser

Staff
Pastor Beryl
Eloise Kaskey
Pauline Hung

Elders:
Michael Kaskey
Raul Montalvo (VP)

Deacons:
Butch Kazarian
Deborah Rech
Steve Slagle

Treasurer:
Art Bridgeman

Dear Supervisors,

With this letter we would like to extend a hearty thank you and sincere show of support for the Neighborhood Emergency Response Team program provided by the City and County of Sacramento.

Starting in February running for six weeks, we had the privilege to host NERT here at Miraloma Community Church. The training was well received and taken seriously by all of the students, who are now equipped graduates to assist the emergency response system in San Francisco. I was personally rewarded to witness the attention to detail and determination to learn of my fellow students.

I am very confident that all of my fellow graduates consider it a privilege, honor and duty to wear the orange vest and Yellow hard hat symbolizing our willingness to serve and be a first line of help to our families, neighbors, yet even city at large. As you are aware during those six weeks of training we had hands on experience upon the basics of utility shutoff, light rescue, use of fire extinguishers, and emergency triage to name a few. Our motto during that time was "do the most good for the most people, do no harm!"

We want you to know that the NERT program is a motivational success, a winning program that has quantifiable and immediate results! If you need any 'expert' testimony we are more than willing to round up a few NERTs to assist. We would welcome the opportunity to host the program in the future.

Pastor Beryl

Beryl

Cc
Mayor Willie Brown
Fire Commission
Chief Mario Trevino

Miraloma
Community Church
San Francisco, CA 94127
415-584-0360 church
415-584-1291 fax
beryl_banks@yahoo.com
www.miralomachurch.org

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 03-16

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – May 22, 2003 – 6:00 p.m.
698 Second Street, Room 102

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Item
No.

1. **ON ROLL CALL,** the following were noted present:

President Stephen A. Nakajo
Commissioner Pat Norman
Commissioner Paul A. Conroy

Vice President Russell S. Roeca and Commissioner Carlota del Portillo were excused for business reasons.

Mario H. Treviño - Chief of Department
Raymond Balzarini - Deputy Chief, Operations
Joseph C. Asaro - Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Paul D. Jones - Division of Support Services (Acting)
Gary P. Massetani - Division of Fire Prevention & Investigation (Acting)
Jane Smith - Division of Emergency Medical Services (Acting)

Chief Officers – Firefighting Services:

Kirk W. Richardson - Division 2 (Acting)
Arthur W. Kenney - Division 3

2. **APPROVAL OF THE MINUTES**

Regular Meetings of April 24, 2003, and May 8, 2003, and Special Meetings of April 24, 2003, and May 8, 2003 (4:00 p.m. and 5:00 p.m.)

Commissioner Conroy moved and Commissioner Norman seconded. There were no questions or discussion and the minutes were approved as presented.

3. **CONSENT CALENDAR**

All matters listed hereunder (Items A through G) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Management Services

Submitting monthly report from Division of Management Services concerning activities performed during April 2003.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, April 12 through April 25, 2003.

B. Appointments

Reporting the following PERMANENT appointments effective *APRIL 29, 2003*:

H3 Firefighter/Paramedic

Heather M. Buren
Sabine O. Balden
Jeanine R. Nicholson
Helen R. Horvath

C. Suspension

Reporting suspension of the following:

No./Rank of Members	*Unit*	*Days*	*Dates*	*Violation of*
1 Acting H50 Asst. Chief	Division 3	2	05-14-03 thru 05-15-03	Sec. 3905 (Unfamiliarity with Rules) G.O. 02 A-59 (Sick and Disability Rule)

D. Separation

Reporting separation of Temporary Exempt 7334 Stationary Engineer Ronnie Medina, effective May 10, 2003. (Reached permissible time limit. Started work 12-26-00.)

E. Leave of Absence

Submitting request for leave of absence with pay for Firefighter Seth Rubenstein, MIS, for six days, May 4 through May 9, 2003, in order to attend the Federal Emergency Management Agency's (FEMA) Assistance to Firefighting Grants Peer Review Panel at the National Fire Academy in Emmitsburg, Maryland. There is no cost to the City; all expenses to be paid by FEMA. Firefighter Rubenstein will not be replaced.

F. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Medic 7	02-3-120	1/2/03	734	B	Bill

Cause: While travelling through intersection with green light, Medic 7 was struck by a civilian vehicle

Truck 1	02-3-164	3/17/03	624	A	File
Cause:	Misjudged clearance (tiller) - While making a right turn, tiller operator turned too soon causing rear of truck to strike a pole				
Rescue 1	02-3-165	3/24/03	869	B	File
Cause:	While exiting station to respond to an alarm, Res 1's roof was scraped by Eng 1 closing of the apparatus door				
Truck 1	02-3-166	3/25/03	631	B	Bill
Cause:	While responding to a building alarm with red lights and siren, Trk 1 was struck by a civilian vehicle as Trk 1 was crossing intersection with a yellow light				
Truck 3	02-3-167	3/25/03	632	A	File
Cause:	While backing into quarters, Trk 3 backed into a civilian vehicle that was improperly parked in bay; spotters were posted				
Medic 10	02-3-168	3/25/03	732	B	Bill
Cause:	While parked, Medic 10's mirror was struck by a passing bus				
Medic 17	02-3-169	3/25/03	743	B	Bill
Cause:	While responding with red lights and siren and entering intersection with green light, Medic 17 was struck by a civilian vehicle which failed to yield				
Medic 28	02-3-170	3/29/03	722	A	File
Cause:	Misjudged clearance - While transporting patient, Medic 28 struck the mirror of a parked civilian vehicle				
Engine 7	02-3-171	3/30/03	525	A	File
Cause:	Misjudged clearance - While pulling away from the curb, Eng 7 struck Eng 32 which was loading hose				
Medic 15	02-3-172	3/30/03	738	A	File
Cause:	While backing up at SFGH to deliver patient, Medic 15 struck a cement column				

Medic 92	02-3-173	3/31/03	720	B	Bill
Cause:	While transporting patient to hospital, Medic 92 was struck by a civilian vehicle making a lane change				
Medic 13	02-3-174	4/4/03	741	A	File
Cause:	Misjudged clearance - While transporting patient to SFGH and attempting to pass a stalled civilian vehicle, Medic 13 clipped the mirror of the civilian vehicle				
Medic 7	02-3-175	4/5/03	734	A	File
Cause:	Driver inattention - While the driver of Medic 7 was changing channels on the radio, Medic 7 struck a parked civilian vehicle				
Division 2	02-3-176	4/7/03	409	A	File
Cause:	Misjudged clearance - While pulling out of a parking spot, Div 2 struck a parked civilian vehicle				
Rescue 2	02-3-177	4/12/03	891	B	Bill
Cause:	While parked at the scene of an incident, Res 2 was struck by a civilian vehicle				

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

G. Communications Received by Commission

The following communications have been received by the Commission from May 2, 2003, through May 15, 2003:

1. From Tetsuya Sugimura, Fire Chief, Tokyo, Japan, requesting assistance with pending visit of 1st Assistant Chief and translator to San Francisco to view SFFD's facilities and equipment and obtain information regarding Suppression and EMS services and terrorism response measures. Copy: each Commissioner, Chief of Department and Administrative Lieutenant.

Commissioner Norman moved and Commissioner Conroy seconded. There were no questions or discussion and Items A through G on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted seven letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Report

Report from Chief of Department Mario H. Treviño on current issues, activities and events in the Department.

Mario Treviño, Chief of Department, informed the Commission that he represented the San Francisco Fire Department at the California Fallen Firefighters Memorial Ceremony at the State Capitol in Sacramento on May 22nd. Firefighters Melinda Ohler and Garet Caulfied of the San Francisco Fire Department, who died in the line of duty, were honored at the event. The San Francisco Fire Department Honor Guard and certain members of the Department were also present.

Chief Treviño reported that the Mayor's proposed budget was still not available but will be finalized next week, prior to submission to the Board of Supervisors by June 1, 2003. He urged the Commission to hold a special meeting to consider the budget.

Chief Treviño congratulated Paramedics Steven Ager and Irene Ager of the San Francisco Fire Department who were co-named as *EMS Providers of the Year* by the San Francisco Health Commission for their outstanding work.

President Nakajo directed that the report be accepted and incorporated in the minutes of]today's meeting.

C. **FY 2003-04 Budget** (Cont'd from Meetings of 02-27-03, 03-13-03, 03-27-03, 04-10-03, 04-24-03 and 05-08-03)

Review and submittal of FY 2003-04 Preliminary Baseline Budget to Mayor's Office

Chief Treviño suggested that the Commission continue this item to a special meeting to be held next week.

President Nakajo indicated that although only three Commissioners are available at the present time, a special meeting will be scheduled for May 29, 2003, at 5:00 p.m. If for any reason the proposed budget was still not ready by that time, the Commission should be notified and another special meeting can be scheduled before the deadline of June 1, 2003, when the Mayor's proposed budget will be presented to the Board of Supervisors.

Commissioner Conroy concurred and President Nakajo directed that the Special Meeting be scheduled for May 29, 2003, at 5:00 p.m.

D. Public Comment

Commissioner Norman wished everyone a great Memorial Day Weekend and to be safe.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 6:10 p.m.

Tania Bauer
Secretary

IFCAA

INTERNATIONAL FIRE CHIEFS' ASSOCIATION OF ASIA

11-13, IIDABASHI 3-CHOME CHIYODA-KU,
TOKYO 102-8119 JAPAN
TEL:81-3-3234-1321 FAX:81-3-3234-1847

April 15, 2003

Mr. Mario H. Trevino
Fire Chief
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107

Dear Mr. Trevino

Re: Fact-finding Mission 2003

Once again, allow me to express our sincere gratitude for your kind consideration during our group's visit to your Bureau last year.

The Fire Chiefs' Association of Japan plans to send another fact-finding mission to America this year, to attend 130th Annual Conference of the International Association of Fire Chiefs in Dallas and study circumstances related to fire defense in the United States.

The group of about fifteen, including fire chiefs and directors, will leave Tokyo this August 17 and stay in San Francisco on the 17th and 18th. During their stay, they would very much like to visit your Department from 10:00 a.m. to noon, Monday, August 18, to learn about earthquake preparedness in San Francisco and the U.S.

Your kind understanding and granting our group an opportunity to conduct their study will be deeply appreciated.

Our travel agent, JTB, will contact you when their itinerary is finalized.

Thanking you in anticipation, we remain, with all best wishes,

Sincerely yours,

Takanori Kobiki

Takanori KOBIKI
Secretary General
International Fire Chiefs Association of Asia
& Fire Chiefs Association of Japan

CHARLES FREDERICK LOWREY
2609 SCOTT STREET
SAN FRANCISCO, CALIFORNIA 94123-4634

April 29, 2003

Chief Mario Trevino
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107

Re: Incident #33207

Dear Chief Trevino:

I would like to thank the Engine and Medic Team #41 who came to help my wife after she fell at the Pacific Union Club the evening of March 25th. There was no confusion – just efficiency and kindness, and concern for her well being.

From M41 there were Jim Ferrante who drove the ambulance, and Steve Marcotte. From E41 were Al Fernandez, Julio Delucci, Emmer Lew and Mike, whose last name I believe was also Lew.

We went to the Emergency Room at CPMC where they again exhibited all the wonderful training they have received.

My wife and I are very grateful to all of them, and I am happy to say my wife is well on the way to recovery.

Very truly yours,

Charles F. Lowrey

CHARLES FREDERICK LOWREY
2609 SCOTT STREET
SAN FRANCISCO, CALIFORNIA 94123-4634

April 29, 2003

Surviving Family Fund
1139 Mission Street
San Francisco, CA 94103

Gentlemen:

Please find enclosed my check in the amount of $1,000 in honor of the men named in the attached letter. I had always heard that the men and women of our Fire Department were outstanding, but this is the first time I had seen it first-hand. My hat is off to all of them.

Very truly yours,

CITY COLLEGE OF SAN FRANCISCO
HEALTH CARE TECHNOLOGY
1860 HAYES STREET • SAN FRANCISCO, CA 94117 • 415. 561.1900 • FAX 415. 561.1861

Chief Mario Trevino
San Francisco Fire Department
698 2ed. Street
San Francisco, California 94107

Re: Letter of appreciation

Dear Chief Mario Trevino,

It is with great pleasure that I write this letter of appreciation to: Paramedic Mary Tse and Paramedic Kevin Garry from station 10.

I teach at the City College of San Francisco/John Adams, and Galileo High School, "Emergency Medical Technician" course

On February 12, 2003 in the mid-afternoon, I respectfully requested an Ambulance from fire station number 10. The student's became so excited when they viewed your 9-1-1, San Francisco Fire Department, Emergency Ambulance, at the John Adams campus between Hayes and Grove Street.

Your wonderful, and professional ambulance staff: Paramedic Mary Tse and Paramedic Kevin Garry, gave my student's a medical lecture and tour of the well kept, organized and clean ambulance equipment. It was raining at the time, but that didn't stop your Paramedic's from showing the student's all they could. Twenty-seven students' and I will never forget the great job our San Francisco Fire Department Firefighters and Paramedic's perform every day for the citizens of San Francisco.

Sincerely, Frank McMahon

Frank McMahan, Instructor
CCSF/JA Campus

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DR. PHILIP R. DAY, JR., CHANCELLOR

EDD Employment Development Department
State of California

Gray Davis, Governor

Date April 28, 2003

San Francisco Fire Department
Chief Mario Trevino
698 2nd St.
San Francisco, CA 94107

Dear Chief Trevino:

On Friday, April 18th the Employment Development Department requested a speaker from the San Francisco Fire Department to come to our office and speak to the children for "Bring Your Children To Work Day". The event was to be held the following week on April 24th and since it was such a short notice we weren't sure if they would be able to accommodate us. We also requested that they bring the fire truck for the kids to see and explore. They agreed to come out and visit us. On the day of the event, three fire fighters arrived. All were friendly and enthusiastic. Each one of them gave a wonderful presentation to the kids delivering valuable information that was not only interesting but gave them important life saving tips. After the presentation the kids were taken downstairs to see the fire truck. This was a lot of fun for the kids.

On behalf of the Employment Development Department we want to thank these three firefighters for taking the time from their busy day to come and speak to the children at our event. It meant a lot to the children as well as all of the workers at EDD. It was the highlight of the day and the parents say the children are still talking about it! **Lt. Jeffrey Byrne**, **Aaron Stevenson**, paramedic **Jeanine Nicholson**, as well as driver **Lorge Quant** were a wonderful team. They are assigned to fire **truck #38**. Each and every one of them made a valuable contribution to the day's event.

I have enclosed a picture that was taken and hope that it will be posted at the fire station on California and Laguna St. where fire truck #38 is located. We ***thank you again*** *for* coming out to say hello to the children and we look forward to having you again next year.

We are proud to have you protecting the people of San Francisco and were honored with your visit. Your job is important to all **of us.**

Sincerely,

Gloria L. Sinibaldi

Gloria L. Sinibaldi
Employment Program Manager
Employment Development Department
San Francisco Primary Adjudication Center
1625 Van Ness Ave. Fourth Floor
San Francisco, CA

April 23rd 2003

Dear Chief Trevino:

On April 7th approx. 5 o'clock at Villa Romana Pizza, on Irving St. I needed an ambulance. Our fireman were there in short order with oxygen and I.V.

What a credit to San Francisco our men are:

Fire; Engine 22 -
Cpt. Ramona Williams
F.F. William Cheung
F.F. Tony Lew
F.F. Darrell Jong
Medic 14 @ Station 14
Paramedic - Russell Richards
Paramedic Justin Schorr

Please relate how much I appreciated such loyal and kind service.

Sincerely
I love them all! Violet Bartta

CONTENTS NOTED
4-1-03
S. MARSHAL ISAACS, MD
SFFD EMS MEDICAL DIRECTOR

POST OFFICE BOX 323
MENDOCINO, CA 95460
MARCH 30, 2003

RECEIVED
APR 09 2003
Mayor's Office

DEAR MAYOR BROWN,

ON SUNDAY, MARCH 23, 2003, WHILE VISITING SAN FRANCISCO FROM MY HOME IN MENDOCINO, I SUFFERED A DIABETIC EPISODE. 911 WAS CALLED BY MY FRIENDS. ENGINE 11 AND RC3 ARRIVED QUICKLY. I HAD DELUSIONS AND THOUGHT MY RESCUERS WERE MONSTERS TRYING TO KILL ME BY FEEDING ME SUGAR. I FOUGHT FOR MY LIFE. DESPITE MY BEHAVIOR THEY BROUGHT ME BACK TO REALITY AND ALL TURNED OUT WELL.

I COMMEND BOTH TEAMS FOR THEIR KNOWLEDGE, PROFESSIONALISM, UNDERSTANDING AND RESPECT FOR MY NEEDS. SAN FRANCISCO CAN BE TRULY PROUD OF ENGINE 11'S LT. MIKE BELLO, PAUL MACAONAUGH FF, CON LUCEY FF, HANS ENZ FF(AM, AND RC3 CAPT. SEBASTIAN WONG, STEVE GIACALONE FF(PM, AND DESMOND COTTER FF(EMT.

THESE MEN WERE VERY WELL TRAINED. THE CITIZENS OF SAN FRANCISCO NEED TO KNOW HOW FORTUNATE THEY ARE TO HAVE THESE HEROS JUST A PHONE CALL AWAY. I THANK THEM ALL FROM THE BOTTOM OF MY HEART.

VERY SINCERELY,

Katherine Delmar Burke School

May 1, 2003

Dear Firefighters Ortega & Mann,

Thank you for coming to our school, on your own time, to talk to our girls about being a firefighter. You can tell from the notes they enjoyed hearing from you and have an appreciation and understanding now about what it takes to do your job.

With sincere appreciation,

Judi Dittmer

7070 California Street, San Francisco, California 94121-1798
Tel (415) 751-0177 ✻ Fax (415) 666-0535

N.B.

IN APPRECIATION OF THEIR VISIT TO THE SCHOOL, 21 STUDENTS WROTE INIDIVIDUAL NOTES OF THANKS TO FIREFIGHTER WILLA ORTEGA AND FIREFIGHTER KERRY MANN

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 03-18

MINUTES OF THE FIRE COMMISSION

Regular Meeting, Thursday, June 12, 2003 – 6:00 p.m.

698 Second Street, Room 102

Item
No.

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1. **ON ROLL CALL**, the following were noted present:

President Stephen A. Nakajo
Vice President Russell S. Roeca
Commissioner Pat Norman
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

Mario H. Treviño - Chief of Department
Raymond Balzarini - Deputy Chief, Operations
Joseph C. Asaro - Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Joanne Hayes-White - Division of Training
Paul D. Jones - Division of Support Services (Acting)
Jane Smith - Division of Emergency Medical Services (Acting)

Chief Officers – Staff:

Lorrie A. Kalos - Administration
Marshal Isaacs, M.D. - Emergency Medical Services

Chief Officers – Firefighting Services:

Alfred P. Quartaroli - Division 2 (Acting)
Arthur W. Kenney - Division 3

2. **APPROVAL OF THE MINUTES**

Minutes of the Regular Meeting of May 22, 2003, and Special Meeting of May 29, 2003, were not ready for approval.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through K) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during May 2003.

Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during April 2003.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, April 26 through May 9, 2003.

B. Appointments

Reporting the following PROBATIONARY appointments effective *MAY 13, 2003*:

H3 Firefighter/Paramedic

Lisa Holdcroft (vice: Paul Shimazaki's H2 Position)

Sig Wallen (vice: Lisa Holdcroft's H2 Position)

C. Appointment - Correction

Reporting the following PERMANENT EXEMPT appointment effective *FEBRUARY 6, 2003:*

1450 Executive Secretary I

Laurie A. Martinez (vice: Senaite Shifferaw on leave)

(Note: Amending Item 3.B – Appointments, Minutes of 02-27-03, to reflect a change from Temporary Exempt to Permanent Exempt)

D. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Mazeau, Joseph J.	H40 Battalion Chief	Service	Mar. 29, 2003
Lauer, Richard L.	H30 Captain	Service	May 24, 2003
Walsh, Kevin T.	H30 Captain	Service	May 02, 2003
Gravanis, James M.	H22 Lieutenant, BFP	Service	May 30, 2003
Apostoli, Ronald E.	H20 Lieutenant	Service	May 02, 2003
Clark, William J.	H20 Lieutenant	Service	May 01, 2003
Henry, Larry M.	H20 Lieutenant	Service	Apr. 02, 2003
Hentz, James R.	H20 Lieutenant	Service	May 31, 2003
Murphy, James A.	H20 Lieutenant	Service	Apr. 16, 2003
Robinson, Richard A.	H20 Lieutenant	Service	May 10, 2003
Ard, Gerald D.	H4 Inspector	Service	May 01, 2003
Quinn, Robert F.	H4 Inspector	Service	May 31, 2003
Bottorff, Gene J.	H2 Firefighter	Service	May 29, 2003

Farrell, John J.	H2	Firefighter	Service	May 24, 2003
Forde, Richard W.	H2	Firefighter	Service	Apr. 15, 2003
Ruffin, Clarence	H2	Firefighter	Service	May 16, 2003
Serpa, Anthony J.	H2	Firefighter	Service	May 17, 2003

(Retirement Certificates will be presented at Fire Commission meeting of August 28, 2003)

E. Military Leave

Submitting for approval application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Reed, Robert FS1	H2 FF	05-12-03 thru 05-23-03	12	US Coast Gd. Res. Alameda, CA	Attend Active Duty Training

F. Suspension

Reporting suspension of the following:

No./Rank of Members	*Unit*	*Days*	*Dates*	*Violation of*
1 H2 Firefighter	Engine 13	2	05-04-03 thru 05-05-03	Sec. 3926 (Tardiness & Failure To Report)

G. Resignation

Submitting resignation of the following:

H3 Firefighter/Paramedic John F. Putt, effective May 27, 2003. (Resigned with satisfactory services. Approximate length of service – six years.)

Probationary H3 Firefighter/Paramedic Michael D. Silva, effective May 18, 2003. (Resigned with satisfactory services. Started work 08-26-02.)

H. Separation

Reporting dismissal of 7205 Chief Stationary Engineer Seung P. Hong, effective May 21, 2003. (Approximate length of service – 13 years.)

I. Leaves of Absence with Pay

Submitting requests for leaves of absence with pay for the time period from February 2003 through June 2003 for the following:

No. of Members	Rank	*Total amount of leave (days)*
31	H2 Firefighter	609
4	H3 Firefighter/Paramedic	48
1	H10 Chiefs' Operator	25
5	H20 Lieutenant	116
2	H33 Rescue Paramedic Captain	18
1	7205 Chief Stationary Engineer	32
1	7388 Utility Plumber	20
	Total number of Days with Pay	868

Submitting requests for intermittent leaves with pay for the time period from November 2002 through May 2004 for the following:

1	H2 Firefighter	Apr. 23, 2003 – Apr. 23, 2004
1	H2 Firefighter	Apr. 27, 2003 -- Nov. 17, 2003
1	H2 Firefighter	May 17, 2003 – Apr. 27, 2004
1	H2 Firefighter	May 11, 2003 – May 11, 2004
1	H2 Firefighter	May 01, 2003 – Apr. 30, 2003
1	H3 Firefighter/Paramedic	May 05, 2003 – May 05, 2004
1	H51 Assistant Deputy Chief	Nov. 25, 2002 – Oct. 31, 2003

J. Leaves of Absence without Pay

Submitting requests for leaves of absence without pay for the time period from January 2003 through October 2003 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
3	H2 Firefighter	320
2	H3 Firefighter/Paramedic	108
	Total number of Days w/o Pay	428

K. Communications Received by Commission

Communications received by the Commission from May 16, 2003, through June 5, 2003, will appear in the agenda of the Regular Meeting of June 26, 2003.

Commissioner del Portillo moved and Commissioner Conroy seconded. There were no questions or discussion and Items A through K on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted 12 letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department Mario H. Treviño on monthly status of department personnel, equipment and apparatus for May 2003.

Mario Treviño, Chief of Department, informed the Commission that the Memorandum of Understanding (MOU) with Local 798 had just been approved by the membership. Chief Treviño related that on June 9th he presented the Mayor's proposed budget for the Fire Department to the Board of Supervisors, which reflected d$19 million in cuts. He emphasized again that the Department was not in favor of any of the cuts.

Chief Treviño noted that a controversial issue in the FY 2003-04 budget was the closing of Station 33 for a ten-month period for seismic retrofitting. The community served by Station 33 is upset that the engine company has been dispersed throughout the city and that Engine 33 will not be responding from the nearest fire station. He will be addressing members of the community at an upcoming community meeting.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Leave of Absence

Submitting request for leave of absence with pay from Chief of Department Mario H. Treviño, for four days, June 30 through July 3, 2003, to attend the 2003 Metropolitan Fire Chiefs Conference sponsored by the International Association of Fire Chiefs in Calgary, Alberta, Canada. The source of funds for this trip is provided for in the Fire Department 2002-2003 approved budget.

Commissioner Conroy moved and Commissioner del Portillo seconded. There were no questions or discussion and the request for leave of absence with pay was approved.

D. Report on Greater Alarms and Significant Incidents

Raymond Balzarini, Deputy Chief, Operations

Raymond Balzarini, Deputy Chief, Operations, Presented the report.

May 13, 2003 – 1559 and 1561 Jerrold Street
At 14:39 hours, 2nd alarm fire in a residential occupancy, three-story, type r building: 25 units and 71 firefighters responded, combined damage to building and content was $325,000. One firefighter injured. Cause of fire under investigation. Red Cross was not notified although five adults and one child displaced. Incident commander: Chief Kenney.

May 14, 2003 – 107 Colby Street
At 00:13 hours, 2nd alarm fire in a residential occupancy, three-story, type 5 building: 26 units and 78 firefighters responded, combined damage to building and content $200,000. No firefighters or civilians injured. Cause of fire under investigation. Red Cross was not notified although one adult displaced. Incident commander: Chief Kenney.

May 21, 2003 – 550 4th Street, Treasure Island
At 15:35 hours, 2nd alarm fire in abandoned building, three-story, type 5 building: 28 units and 82 firefighters responded, combined damage to building and content $25,000. One firefighter injured. Cause of fire under investigation. Red Cross not notified as no one was displaced. Incident Commander: Chief Lo

June 2, 2003 – One Market Street
At 9:47 hours, 2nd alarm fire in commercial hi-rise, eleven-story, type 1 building: 24 units and 63 firefighters responded, amount of damage not yet determined. Cause of fire related to fire in flue system. No firefighters or civilians injured. Red Cross not notified as no one displaced. Incident Commander: Chief Audrey Lee.

Commissioner Nakajo requested three reports from the Department: (1) Status Report on the Department's bilingual program, (2) Department implementation plan of the impact of the budget cuts, and (3) Status Report on drinking in the firehouses.

E. Report from Emergency Medical Services

Marshal Isaacs, M.D., SFFD Medical Director, and EMS staff

Marshal Isaacs, M.D., SFFD Medical Director, wished to focus on two proposed budget cuts and the potential impact on delivery of emergency medical services to the residents of and visitors to San Francisco.

The Department currently has four paramedic rescue captains in the field during each 24-hour period. The rescue captains are a direct extension of the medical directors in providing clinical supervision of paramedics and EMT's who deliver the out-of-hospital emergency medical care. They clinically supervise 44 paramedics, in 20 ambulances and on 21-24 ALS engines, and 65 EMT's in 17–24 BLS engines and are responsible for the emergency medical care delivered to 200–250 emergency medical calls per day. Dr. Isaacs believes that to reduce the number of rescue captains to three would result in significant problems, lawsuits and, ultimately, in increased costs to the City.

Jane Smith, EMS Chief, addressed the Commission regarding the General Order, effective July 1, 2003, which states that due to challenging economic times the Department will only deploy 21 ALS engines. Chief Smith informed the Commission that the EMS Division evaluated the impact of an ALS engine reduction on system performance, personal performance and direct patient care. Data is derived from pre-hospital reports using standards from state and county rules and regulations. During the first four weeks of the expansion to 26 ALS engines, 4,200 patients were assessed and treated, with 42% of all patients citywide who required ALS treatment were in the downtown Rapid Paramedic Response System (RPRS) units. With the expanded rollout, response times dropped over 30% over prior month, especially in the downtown area. Chief Smith stated that the EMS Division will evaluate the impact of a reduction from 26 to 21 ALS engines on system performance, personal performance and patient care but she does not believe that the result will positive.

Dr. Isaacs announced that the Department would provide emergency medical coverage to walkers and staff for the *Avon Walk for Breast Cancer* on June 28th and 29th. He thanked Chief Treviño, Deputy Chief Balzarini and PIO Barry Wong for their assistance in planning the coverage for this community event. Dr. Isaacs was especially grateful to Assistant Deputy Chief Paul Jones for his leadership in coordinating the complex logistics and support for the Walk.

Commissioner Roeca stated that he was considerably troubled by the proposed reductions and found them unacceptable. He recalled that only two weeks prior, the Commission had clearly and unequivocally stated that it did not want any further cuts to the EMS system. Commissioner Roeca asked if there are any positions in the Department that have a WDO limit.

Chief Treviño responded that there were not. He wished to explain that the restriction is only applicable to H3 Firefighter/Paramedics that can not be hired as WDO's to staff ALS after a full complement of 21 ALS engines was reached. Furthermore, if there should be enough H3s working on a day-to-day basis, up to 26 ALS engines could be staffed.

Commissioner Norman confirmed the Commission's support of the EMS merger and the expansion to 26 ALS engines. She believed that the Commission has been quite clear in its statements regarding where funding and resources should be allocated, and yet the message is not being received by some members of the Department. She feels that it is time to give up the politics of ego and culture and stop the power struggle. Commissioner Norman made it clear that she is not satisfied with the result of the proposed budget.

Commissioner Conroy wished to know how many ALS engines are being deployed and whether response times have decrease. Chief Smith responded that for the period of April 28 – May 31 an average of 24 ALS engines was deployed per watch. She noted that EMS statistics are kept by Division 1, 2 and 3, and that Division 1 (downtown) had a significant drop in response time, accounting for a 28.7% improvement. Since 40% of all patients requiring ALS treatment were downtown, the citywide response improved by 12.3%.

Commissioner del Portillo was in agreement with Commissioner Norman's comment and additionally wished to state that the Commission fully supports EMS and wishes internecine squabbles to stop since they diminish the Department and make it more difficult to achieve the Department's mission.

Commissioner Nakajo noted that at the time Chief Treviño was hired by the Commission, the Mayor mandated full implementation of the ALS program. Since that time, the Commission has been fully committed to the program even with the full realization of the budget deficit. Commissioner Nakajo emphasized that the Commission will now work with the Board of Supervisors to restore funding for the fourth Rescue Captain and the full complement of 26 ALS engines.

F. Retirement Certificate Presentation

Reported Award of Honorable Service to the following member:

	Type of Retirement	*Years of Service*	*Retirement Date*
Assistant Chief George W. Maloney	Service	35-1/2	Feb. 18, 2003

Mario Treviño, Chief of Department, briefly outlined Chief Maloney's career at the San Francisco Fire Department. George Maloney, son of retired firefighter William Maloney of Station 7, grew up in Eureka Valley, attended St. Ignatius High School and was the class president. He graduated from San Francisco State University with a Design and Industry degree. He was a longtime member of Truck 6 and Old Engine 4 on Howard Street. George worked out of Station 8 as a lieutenant and was a captain at Engine 28 and 31. As a battalion chief, he was assigned to Battalion 10 and become an Assistant Chief in Division 2. Chief Maloney was always very safety conscious and his passion for safety clearly showed in the numerous incident investigations that he completed. He served on the Stress Committee and, as a longstanding member of the Funeral Committee, he helped developed its procedures. Chief Maloney's son, Mike Maloney, carries on the family tradition as a firefighter at Station 41. Anyone who knows George Maloney considers him to be a gentleman's gentleman. He was calm in a crisis and never needed to raise his voice. He was always heard and he was always listened to.

Chief Treviño presented Chief Maloney with the Certificate of Honorable and Distinguished Service for his 35 years of service to the San Francisco Fire Department. He asked Chief Maloney to respond.

Commissioner Conroy moved to have Chief Maloney's comments attached to the minutes of the meeting. Commissioner Roeca seconded and the motion was unanimously approved.

4.H. Public Comment

Tom O'Connor, Treasurer, San Francisco Firefighters Local 798, wished to thank the Administration, Chief Treviño and Chiefs Balzarini, Asaro, Jones, Massetani and Hayes-White for helping Local 798 through a difficult time and for helping to save as many jobs as possible and ensuring that there were no layoff notices and no permanent station closures. Mr. O'Connor noted that some difficult decisions needed to be made and they were made on the basis of concern for public safety, for the safety of the members, for firefighter and paramedic safety and for everyone's livelihood. He believed that everyone came together and made the right decisions.

Larry Griffin, former member of the Fire Commission, wished to thank Firefighter/Paramedic Brian Jones and Firefighter/EMT Tracey Cavaretta in helping to save his life. Mr. Griffin had experienced an episode in his office and did not know what the problem was but fortunately someone had called 911 and the Fire Department responded quickly and transported him to the hospital where carotid artery surgery followed. Mr. Griffin noted that if it had not been for the Fire Department's quick response, he would not be at this meeting thanking everyone.

Mindy Talmadge, Chief's Aide, wished to express her concerns regarding the recently approved cuts within the H10 Chief's Aide rank. She also wished to preserve the safety of and support to chief officers, firefighters and paramedics who carry out sworn duties to protect the citizens of San Francisco. Ms. Talmadge reviewed the development of minimum staffing requirements and the OSHA adoption of a respiratory protection standard. Ms. Talmadge noted that at any working incident, the Incident Commander can not possibly perform all of the tasks that are necessary to insure the safety of his crews and the preservation of life and property without a support system. The messages are received at the command post, the orders given, the personnel accounted for and the chief's aides support this command structure by identifying the need for outside support and tracking the locations and relocation of the men and women at a working fire. She requested that the issue be revisited since she believes that these job cuts will jeopardize health, life and safety.

Michael Tragesser, Firefighter/Paramedic, spoke in support of the ALS engine program since he has experienced the difference it makes being able to get to someone faster who is sick or can't breathe. A Paramedic arriving on an engine two to three minutes faster and performing advanced life support has saved numerous lives, and that could not have been done before the merger.

Peter Green, Firefighter/Paramedic, was concerned that the cutback in Rescue Captains, possibly Rescue Captain 4 at Station 43 in the Excelsior – Outer Sunset, would have an adverse outcome.

Michael Creedon, President, Firefighter/Paramedic Association, acknowledged the Commission's efforts to stave off cuts to the Fire Department and offered the support of his organization to reverse the cuts that have been proposed to the San Francisco Fire Department.

John Won, Chief's Aide, spoke against the reduction of Chief's Aides from thirteen to five. He described how he has been working with the chief officers in the field to devise of system of distributing five Chief's Aides without negatively affecting the incident command system. He believed that with only five chief's aides on each watch, there would be delays in setting up the incident command system and tracking. Mr. Won suggested that the 31-day tour concept should be revisited.

Brendan Ward, Director, San Francisco Firefighters Local 798, stated that he had been part of the recent difficult MOU negotiations and wished to thank Chief Treviño and the staff that was involved. Mr. Ward believed that this has been the most difficult situation that any Chief has been faced with in the past 20 – 30 years and that it has been as difficult for Local 798. Cuts had to be recommended to the membership instead of the raises of the past years. He noted that any assistance from the Commission would be welcome which could be used to convince the Board of Supervisors to restore the cuts.

John Darmanin, Fire Inspector, was concerned about the temporary closing of Station 33 since he had been a member there. He was particularly concerned about the Park Merced Apartment complex, since hundreds of elderly citizens live in that complex it and it falls into Engine 33's first response area. Mr. Darmanin recounted that the firefighters of Engine 33 have historically provided assistance to these elderly citizens, such as assisting them back into a bed after a fall. He hoped that this budget cut could be restored. Mr. Darmanin developed and proposed an option to save the Chief's Aides and EMS cuts that he distributed to the Commission and hoped they would consider. Additionally, Mr. Darmanin presented a sheet which had information regarding cuts to the Fire Department over the past 30 years, and hoped that Chief Treviño could use the figures as rebuttal against accusations that the Fire Department, as well as Police, were sacred cows who never receive budgetary cuts.

Commissioner Conroy voiced his concern over the cuts to EMS and, also, to the H10's. He had not realized that the battalion chiefs go into buildings at a working fire and the two–and-two role that the chief's aides serve as a partner. He believed that this was an aspect the lay public had no understanding of. Commissioner Conroy wondered if there were other means of identifying funds so that the cuts would not be made. He asked the Chief for a clarification of a 31-day tour and the vacancy factor.

Chief Treviño responded that the Department balances the vacancy factor against overtime hiring (WDOs) and has been able to do this over the past two years so that no supplementary budget requests were necessary. The 31-day tour is an MOU negotiable item, consisting of shaving off seven tenths of an hour from the current workweek, and would not be under the unilateral purview of the Department administration.

Commissioner Nakajo noted that at the Special Meeting of May 29th the Commission transmitted the budget to the Mayor, with Resolution 03-6, which specifically addressed cuts against the H10s. The Commission intends to work with the Chief and the employee organizations in asking the Board of Supervisors to restore EMS cuts as well as H10 cuts.

Commissioner Pat Norman suggested that everyone must work on educating the communities regarding the image of the Fire Department as "sacred cow" and, therefore, free from obligatory cuts. This is the perception in the community and by many of the Board's constituents. The Departments needs to address this issue and explain that cuts are directly related to public safety, emergency care and suppression and should not be made lightly, if at all.

Commissioner Roeca echoed Commissioner Norman's comments and noted that in difficult times successful politics does not result in good policy. He believes that the Commission can be instrumental in educating the public, especially when policy issues come into play.

5. ADJOURNMENT

President Nakajo adjourned the meeting in memory and honor William P. Maloney, Assistant Chief George W. Maloney and his wife Barbara, and thanked them for all their service to the San Francisco Fire Department.

There being no further business before the Fire Commission, the meeting was adjourned at 7:35 p.m.

Tania Bauer, Secretary

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:35 p.m.

Tania Bauer
Secretary

Attachment to the Minutes of the Fire Commission Regular Meeting, June 12, 2003 – 6:00 p.m.

Item 4.F. Retirement Certificate Presentation
Reporting Award of Honorable Service to Assistant Chief George F. Maloney

The Commission, by unanimous vote, wished Chief Maloney's comments to be attached to the minutes of the meeting.

I'd like to speak for a moment about somebody who is not here tonight, the person who has had the greatest influence on my becoming a member of the San Francisco Fire Department. Some of you present know and worked with this special person who was my father. My dad, William P. Maloney, was a firefighter from August 1947 when he entered the department at age 35, until he retired from Station 7 on March 17, 1977. Sad to say, my dad passed away in 1991. My dad always told me, he told all the kids I grew up with and, basically, he told anyone who would listen, that without a doubt the San Francisco Fire Department was unequivocally the greatest job in the world. He would expound on how it allowed him to raise a family of four children, give them a good education, and how the hours allowed him to spend those special moments with kids and family, and how the job allowed him to become involved in his neighborhood and community – always helping and assisting tons of people. And the core of all these great things was his job, a job which not only supplied the bread and butter for his family but a job that gave him great pride and satisfaction

Now here I stand many years later and I can honestly say: Dad you were absolutely correct when you said that the San Francisco Fire Department was unequivocally the greatest job in the world. My 35 plus years on the job proved your prediction to be true. The job allowed me to raise a family of four children, be there for all their special events and moments, and become involved in my neighborhood and community. The job not only supplied the bread and butter for my family but it also gave me great satisfaction.

Life has its ups and downs. Institutions have their ups and downs. Right now is somewhat of a down time for the Fire Department due to budget problems, etc., etc., etc., and etc. but we've encountered problems in the past and, eventually, after the storm the sun will begin to shine again. Give problems their just due but always the whole picture in perspective.

In conclusion, there is only one thing to sum up the whole deal and that is to unequivocally state that I am happy, content, proud, lucky and satisfied because I truly had the greatest job in the world. Thank you.

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Meeting, Thursday, June 26, 2003 – 3:30 p.m.

698 Second Street ▪ Room 221 ▪ San Francisco ▪ California ▪ 94107

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3:30 pm)

Item No.

1. ROLL CALL

Vice President	Russell Roeca
Commissioner	Carlota del Portillo
Commissioner	Paul Conroy

Commissioners Norman and was excused due to illness and Commissioner Nakajo due to business reasons

Also Present
Ellen Shapiro, Deputy City Attorney
Tania Bauer, Secretary

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2. PUBLIC COMMENT

There was no public comment

3. CLOSED SESSION TO CONFER WITH LEGAL COUNSEL

Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to discuss the matter of John Eiler, et al v. City and County of San Francisco (Superior Court, Case No. 404-687)

1. Commissioner Conroy moved for closed session and Commissioner del Portillo seconded. The Commission went into closed session at 3:40 p.m.
2. There was no public comment pertaining to the closed session.
3. The Commission reconvened in open session at 4:05 p.m.
    a. Commissioner del Portillo moved and Commissioner Norman seconded not disclose any action taken in closed session.
    b. Commissioner Norman moved and Commissioner del Portillo seconded not disclose any discussion held in closed session.

4. ADJOURNMENT

There being no further business, the meeting was adjourned at 4:10 p.m.

Tania Bauer
Secretary

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Meeting, Thursday, June 26, 2003 – 5:00 p.m.

698 Second Street, Room 221 ▪ San Francisco ▪ California ▪ 94107

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5:00 p.m.)

Item No

1. On **ROLL CALL,** the following were noted present:

Vice President	Russell S. Roeca
Commissioner	Carlotta del Portillo
Commissioner	Paul A. Conroy
Chief of Department	Mario H. Treviño

Commissioner Norman was excused due to illness and Commissioner Nakajo for business reasons

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2. **PUBLIC COMMENT**

There was no public comment

3. **CLOSED SESSION**

Pursuant to the Ralph M. Brown Act, Government Code Section 54947, and the San Francisco Administrative Code Section 67.10(b), the Fire Commission will meet in closed session for the performance evaluation (Merit Pay – MOU) of Public Employee Mario H. Treviño, Chief of Department.

1. Commissioner Conroy moved for closed session. Commissioner del Portillo seconded. The Commission went into closed session at 5:00 p.m.
2. There was no public comment pertaining to the closed session.
3. The Commission reconvened in open session at 6:00 p.m.
    a. Commissioner del Portillo moved and Commissioner Conroy seconded not to disclose any discussion held in closed session.
    b. Commissioner Conroy moved and Commissioner del Portillo seconded to disclose action taken in closed session.

    The Commission decided by a vote of 5-0 that Mario H. Treviño, Chief of Department, should receive a five percent merit pay award in accordance with the applicable provisions of the MEA's Memorandum of Understanding.

4. **ADJOURNMENT**

There being no further business before the Commission, the meeting was adjourned at 6:05 p.m.

Tania Bauer
Secretary

FIRE COMMISSION

City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 03-20

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – June 26, 2003 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. ON ROLL CALL, the following were noted present:

Vice President Russell S. Roeca
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

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President Stephen A. Nakajo was excused for business reasons, and Commissioner Pat Norman was excused because of illness.

Mario H. Treviño - Chief of Department

Assistant Deputy Chiefs – Staff:

Bernie F. Lee - Division of Airports
Joanne Hayes-White - Division of Training
Paul D. Jones - Division of Support Services (Acting)
Gary P. Massetani - Division of Fire Prevention & Investigation
Jane Smith - Division of Emergency Medical Services (Acting)

Chief Officers – Staff:

Lorrie A. Kalos - Administration

Chief Officers – Firefighting Services:

Aaron C. Stevenson - Division 2
Johnny R. Lo - Division 3

2. APPROVAL OF THE MINUTES

Regular Meeting of May 22, 2003, Special Meeting of May 29, 2003, and Regular Meeting of June 12, 2003.

The minutes of the Regular Meeting of May 22, 2003, were not approved due to no quorum.

Commissioner del Portillo moved and Commissioner Conroy seconded.

The minutes of the Special Meeting of May 29, 2003, were approved as presented.

Correction to the Minutes of June 12, 2003 Meeting, Item 4.H. Public Comment, should read, "Commissioner Conroy. . . that Battalion Chiefs are paired with a Chief's Aide in the fire building to comply with the *two in and two out* OSHA requirements".

There were no further questions or discussion and the minutes of the Regular Meeting of June 12, 2003, were approved as amended.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through H) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Management Services

Submitting monthly report from Division of Management Services concerning activities performed during May 2003.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, May 10 through May 23, 2003.

B. Appointments

Reporting the following PROBATIONARY appointments effective *JUNE 17, 2003*:

H1 Fire Rescue Paramedic

Irene T. Ager (vice: Irene Ager's 2532 position)
Stephen J. Ager (vice: Stephen Ager's 2532 position)
Jean L. Duncan (vice: Duncan's 2532 position)
Jeffrey L. Sloan (vice: Sloan's 2532 position)
Kirt Thomason (vice: Thomason's 2532 position)
Irene Ybarra (vice: Ybarra's 2532 position)
Jonathan Frank (vice: Frank's 2532 position)

C. Leave of Absence

Submitting request for leave of absence with pay for Acting Assistant Deputy Chief Paul Jones, Division of Support Services, for three days, July 9 through July 11, 2003, in order to represent the San Francisco Fire Department at the California Firescope Joint Operations Team meeting in Quincy, California. All expenses will be paid by Acting Assistant Deputy Chief Jones. He will not be replaced.

D. Leaves of Absence

Submitting requests for leaves of absence with pay for the following:

Lieutenant Nicol Juratovac, Administrative Officer, for 10 days, July 21 through August 1, 2003, in order to attend the "R306: Executive Analysis Fire Service Operations in Emergency Management" course offered by the National Fire Academy in Emmitsburg, Maryland. All expenses will be paid by Lieutenant Juratovac. She will not be replaced.

Investigator Brendan O'Leary, Bureau of Fire Investigation, for four days, July 20 through July 23, 2003, in order to attend the "Fire Origin and Cause" training seminar presented by the California Conference of Arson Investigator in Seaside, California. All expenses for this seminar will be paid by the California Conference of Arson Investigator. Investigator O'Leary will be replaced by vacation relief personnel at the Bureau of Fire Investigation.

E. Leaves of Absence with Pay

Submitting requests for leaves of absence with pay for the time period from May 2002 through June 2003 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
12	H2 Firefighter	278
3	H3 Firefighter/Paramedic	282
1	T/H20 Lieutenant	20
1	H20 Lieutenant	48
1	H24 Lieutenant	37
2	H33 Rescue Paramedic Captain	40
1	7205 Chief Stationary Engineer	2
	Total number of Days with Pay	707

Submitting requests for intermittent leaves with pay for the time period from April 2003 through May 2004 for the following:

1	H2 Firefighter	Jun. 01, 2003 – Jun. 01, 2004
1	H2 Firefighter	Apr. 27, 2003 – Apr. 28, 2004
1	H20 Lieutenant	May 02, 2003 – May 05, 2004
1	H30 Captain	Jun. 01, 2003 – Jun. 01, 2004

F. Leaves of Absence without Pay

Submitting requests for leaves of absence without pay for the time period from January 2003 through October 2003 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	H2 Firefighter	52
1	H3 Firefighter/Paramedic	26
	Total number of Days w/o Pay	78

G. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Engine 16	02-3-178	4/12/03	533	A	File

Cause: Misjudged clearance - While responding with red lights and siren, and making a right turn, Eng 16 struck an illegally parked vehicle

Engine 39	02-3-179	4/13/03	592	A	File

Cause: Eng 39 was parked at an incident and while attempting to move off a collapsed sidewalk, Eng 39 backed into Eng 15

Truck 6	02-3-180	4/13/03	606	A	File
Cause:	Misjudged clearance (tiller error) - While negotiating a tight curve, rear portion of Trk 6 struck a parked civilian vehicle				
Medic 14	02-3-181	4/15/03	730	A	File
Cause:	Driver of Medic 14 misjudged allowable space to make a right turn into St. Mary's emergency bay, causing Medic 14 to strike a stopped Muni bus				
Mini Pumper 44	02-3-182	4/17/03	816	C	File
Cause:	While changing lanes, Mini Pumper 44 struck a moving civilian vehicle				
Truck 8	02-3-183	4/21/03	623	A	File
Cause:	Driver training - While backing into quarters during driver training, Trk 8 struck the bumper of a parked civilian vehicle; guides were posted				
Medic 1	02-3-184	4/24/03	721	B	Bill
Cause:	While returning to quarters, Medic 1 was struck by a civilian vehicle which was backing into a parking space				
Engine 22	02-3-185	4/24/03	504	A	File
Cause:	Misjudged clearance - While exiting parked area at the Communications Center, Eng 22 struck a cyclone fence, grazing the compartment door				
Engine 13	02-3-186	4/25/03	0	A	File
Cause:	Misjudged clearance - Enroute to R-1 inspection, Eng 13 struck a sign post near the curb, breaking Eng 13's side view mirror				
Medic 18	02-3-187	4/26/03	739	A	File
Cause:	While backing into quarters, Medic 18 struck apparatus door which had not yet fully opened; no spotters were posted				
BOE	02-3-188	4/28/03	971	B	Bill
Cause:	While BOE vehicle was travelling on Newhall Street, driver of civilian vehicle opened door into path of BOE vehicle				

Engine 12	02-3-189	4/28/03	532	B	File
Cause:	Responding with red lights and siren, Eng 12 was struck by a civilian vehicle that failed to yield to emergency vehicle after Eng 12 gained control of the intersection against a red light				
Medic 41	02-3-190	4/30/03	718	B	Bill
Cause:	While parked in front of quarters, Medic 41 was struck by a civilian vehicle				
Medic 17	02-3-191	5/1/03	743	A	File
Cause:	Misjudged clearance - While pulling into a driveway, Medic 17 struck a legally parked civilian vehicle				
EMS RC 3	02-3-192	5/2/03	918	A	File
Cause:	While being left unattended at the scene of an incident, RC3 rolled back into a stopped civilian vehicle				

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

H. Communications Received by Commission

The following communications have been received by the Commission from May 16, 2003 through June 19, 2003:

1. From John Hanley, President, San Francisco Firefighters Local 798, regarding EMS billing for services not rendered. Copy: each Commissioner, Chief of Department and EMS Chief.

2. From James Corrigan, pointing out illegal use of placards by SFFD employees while parked at around Headquarters during Giants game. Copy: each Commissioner, Chief of Department and Assistant Deputy Chief, Support Services.

3. From John Hanley, President, San Francisco Firefighters Local 798, regarding Anti-Terrorism Train-the Trainer classes, with no cost to the Fire Department, funded by a grant provided under Gray Davis' *Discretionary Funds with Workforce Investment Act*. Copy: each Commissioner, Chief of Department and Chief of Training.

4. From Jeffrey Perrone, urging the Commission, Boar and Mayor to maintain funding of the NERT program the cost of the program is miniscule compared to the benefits to the City of 11,000 trained volunteers. Copy: each Commissioner and Chief of Department.

5. From Captain Mike Martinez, attesting that many firehouses in San Francisco are considered "wet houses" and contain members that daily consume alcohol in the firehouse while on duty. Copy: each Commissioner and Chief of Department.

7. From Lori Jones, praising the NERT program and its contribution to the City, and requesting continuing support of it. Copy: each Commissioner and Chief of Department.

8. From David Dryden (ret), requesting assistance from Commission to expedite his back vacation, TC and sick pay after two and half months after retirement. Copy: each Commissioner and Chief of Department.

9. From James Green, Interim Secretary, San Francisco Fire Department Firefighter-Paramedic Association, announcing the formation of the organization and its registration with the Department of Human Resources, and explaining the focus of the new organization. Copy: each Commissioner and Chief of Department.

10. From Peter Gross, pointing out the opposition of Local 798 to the expansion of the ALS program and the provision in the recently negotiated MOU limiting the expansion to 21 ALS engines. Copy: each Commissioner and Chief of Department.

11. From Steve Marcotte, protesting the Chief's recent General Order reducing the number of ALS engines from 26 to 21 and considering this to be a disservice to the people of the City. Copy: each Commissioner and Chief of Department.

12. From Marc Pearson, voicing his concern over the lack of commitment with respect to emergency medical care within San Francisco by SFFD and IAFF Local 798 as demonstrated by reduction to 21 ALS engines. Copy: each Commissioner and Chief of Department.

13. From G. Cerna, regarding the reduction of Paramedic response for medical emergencies due to reduction of 26 ALS engines to 21, and the elimination of medical supervision due to the elimination of one Rescue Paramedic Captain leaving only three. Copy: each Commissioner and Chief of Department.

14. From Jim Ferrante, concerning Local 798's provision in its MOU that limits ALS engines to 21 and considering this to be a detriment to public service in San Francisco. Copy: each Commissioner and Chief of Department.

15. From Lisa Holdcroft, concerning the recent labor negotiations which have downsized the Rapid Paramedic Response System from 26 ALS engines staffed daily with an H3 Firefighter/Paramedic to 21 and believing this to be an attempt to turn back the clock to pre-merger days of separate Fire and Paramedic services. Copy: each Commissioner and Chief of Department.

16. From Scott Eberhart, regarding the City's improvement of delivery of pre-hospital medicine by placing paramedics on first-arriving engines and appealing to stop their removal from ALS engines. Copy: each Commissioner and Chief of Department.

17. From the following individuals, opposing the closure of Station 33 and the dispersal of the members of Engine 33 to other firehouses in the City:

Robert Katzman
Marilyn Katzman

Andie Rice
Jennie Rose

Curtis Haney
Julianne Hunt

Robert G. Huerta Taha Abdelwahhab	Barbara Mc Kinney	Robert Pementell

Commissioner del Portillo moved and Commissioner Conroy seconded. There were no questions or discussion and Items A through H on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted 13 letters commending members of the Department for response to requests for assistance, emergencies, or training.

Vice President Roeca directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Report

Report from Chief of Department Mario H. Treviño on current issues, activities and events in the Department.

Mario Treviño, Chief of Department, informed the Commission that the budget process continues with the Board of Supervisors. He believed this to be the most difficult budget ever faced by the Department. The most controversial topics at the June 25th Budget Committee meeting were the deletion of one Rescue Captain position, the temporary closure of Station 33 and the agreement between the City and Local 798 on the number of ALS engines staffed at overtime level. Chief Treviño noted that the chair of the Budget Committee (Supervisor Chris Daly) criticized the Department and called it dysfunctional because of issues that have come to light in the past weeks; his comments made the budget process even more difficult for the Department.

Commissioner Conroy, who attended the Budget hearings, commended Chief Treviño and staff for their work with both the Budget Committee and the Budget Analyst. He noted Supervisor Daly's comment regarding the Department being dysfunctional. During public comment, Commissioner Conroy observed divisiveness in the ranks, in particular between the H3s and the H2s – the fire faction and the medical faction. He believed that some action should be taken and suggested that a task force could be formed whose membership would encompass representation from Suppression, from EMS, from the Administration and from the Commission. The Task Force would facilitate communication and work together as a Department towards solutions as opposed to working against one another. Commissioner Conroy considered this to be important, especially when the Department is being perceived as dysfunctional; it diminishes and hurts the Department during the budget process. He hoped that the Task Force would help the Department move along toward finalization of the merger. Commissioner Conroy stated that the merger will be completed and he believed that Chief Treviño has moved it along significantly since he took command.

Commissioner del Portillo agreed with Commissioner Conroy; she believed the Department to be well run and thanked Chief Treviño for his leadership during the budget process. She was saddened to see the different groups within the Department taking issues and comments outside the Department, since it diminishes the Department. She emphasized that the merger was going on and would be completed, and that it is necessary to sit down and discuss the issues, the options and the compromises. Commissioner del Portillo endorsed the idea of a Task Force since the first step in moving forward is to acknowledge that a problem exists and only then can a solution be found.

Vice President Roeca directed that the report be accepted and incorporated in the minutes of today's meeting.

C. FY 2003-04 Budget – Status Report

Christine Ragan, Chief Financial Officer

Christine Ragan, Chief Financial Officer, recounted the Department's second appearance before the Board's Budget Committee, chaired by Supervisor Daly, and its negative impact on the Department. Ms. Ragan noted that the following policy options offered by the Budget Analyst were accepted by the Budget Committee: (1) permanent elimination of a 10th battalion, a third Division and all but five H10 positions; (2) civilianization of the BOE; (3) reduction of three further battalions; (4) reduction of an ADC position; (5) placement of 75% of Division of Training's budget on reserve. The Budget Committee did reject the policy recommendation of eliminating all H10 positions. Ms. Ragan projected that if all the policy recommendations and previous reductions were to be final, approximately 42.5 Fees (H2 Firefighters) would have to be laid off to meet the value of the reductions.

Chief Treviño added that due to the issue of possible layoffs in the uniformed ranks, the Budget Committee has put off the final decision and asked that the Department stand by for further discussion after some other Departments have appeared before them.

D. Special Presentation – Fitness/Wellness Program

Status report on development of Fitness/Wellness program as integral part of CPAT adoption

(Note: This item was continued to the meeting of July 24,2003)

E. Report of Death

Reported, with regret, the death of Firefighter Jerry Tanaka. Firefighter Tanaka died on June 7, 2003.

Vice President Roeca directed that a letter be sent to Firefighter Tanaka's family expressing the Commission's sympathy and that today's meeting be adjourned out of respect to his memory.

5. PUBLIC COMMENT

Prior to public comment, Chief Treviño regretfully reported the death of Kenneth Hoover, Station 1, Rescue 1, who died while vacationing in Santa Cruz. Chief Treviño will be sending a letter of appreciation, thanking the Santa Cruz Fire Department for their efforts to save Mr. Hoover's life.

Frank Kelly, Secretary, San Francisco Firefighters Local 798, thanked the Commission for their support during the difficult budget process and Commissioner Conroy for his comments on the behalf of the Commission at the Budget Committee hearing.

Mr. Kelly wished to clarify the issue of elimination of Rescue Captains from the field. He stated that Local 798 does not have the power to eliminate any one nor would they ever suggest permanently eliminating any position from the field or staff. He explained that during the meetings that the Mayor had called with Department heads and union representatives, and in later meetings with the Chief and his staff, items that were identified and agreed upon included reduction of a paramedic captain and a reduction in H10 Chief Aides (Operators), namely the Chief of Department's operator and the Assistant Chief's operators. Mr. Kelly stated that the leadership of Local 798 was aware of the difficult budget times and the requested $19 million reduction from the Department and they believed that they had presented a complete package with cuts across the board.

Furthermore, Mr. Kelly wished to clarify Local 798 position regarding the reduction to 21 ALS engines. The intent of the request to keep the expansion of ALS engines to 21 is to not incur the cost of overtime staffing, especially in view of a possibility of field layoffs. If there are available H3 Firefighter/Paramedics, without overtime, as many as 25 or 26 ALS engines can be staffed. He reiterated that the intent was to limit to limit the amount of WDO (overtime) and not to limit ALS engines.

David Hirtz, NERT volunteer, wished to address the topic of communication and how surprised and disappointed the NERT volunteers had been to find out that the NERT program had been cut when it was published in the budget. In addition, the volunteers learned that terrorism training was being offered by the Department, yet they had not heard of this nor were any plans outlined. The volunteers made numerous calls to the Department but not any were returned. Mr. Hirtz believes in a collaborative process whereby the core of 11,000 volunteers can assist the Department with obtaining grants funding and corporate money during these difficult budget times. He does not believe that Homeland Security terrorism funding is a viable solution since there are constraints on terrorism money and terrorism grants are often a one-time solution. Mr. Hirtz suggested several ways for the Department to improve its revenue stream. In closing, Mr. Hirtz reiterated that the NERT volunteers are eager to assist the Department and welcome the opportunity at anytime. He suggested that the Chief contact the heads of the auxiliary or the executive board or the advisory board, who have thousands of volunteers at their disposal to assist and partner with the Department.

Commissioner Roeca noted that he heard some rather frightening stories regarding the duration of the budgetary problem facing the cities and the state. He appreciated Mr. Hirtz' comments regarding the collaborative process and noted that the leaders of the Department will be called upon to use it. Commissioner Roeca reaffirmed that the merger is intact, that it is good public policy and that the Commission, in conjunction with the leadership of the Department, will see it through.

6. ADJOURNMENT

Commissioner Roeca adjourned the meeting in the memory of and with respect to the families of both Jerry Tanaka and Kenneth Hoover.

There being no further business to come before the Commission, the meeting was adjourned at 7:35 p.m.

Tania Bauer
Secretary

U.S. Department
of Transportation

**Maritime
Administration**

Western Region

201 Mission Street, Suite 2200
San Francisco, CA 94105-1905

10 June 2003

Fire Chief Mario Trevino
San Francisco Fire Department Headquarters
698 Second Street
San Francisco, California 94107

Dear Chief Trevino:

On behalf of the Maritime Administration and the crews of the GTS ADMIRAL CALLAHAN, SS CAPE ORLANDO and SS COMET, I would like to thank you for your participation in the welcoming home ceremony for these crews that just arrived back from IRAQ FREEDOM. You and your Fire Boat involvement in the days festivities were the highlight of our ceremony. It added just the right touch to a special day for the crew.

Would you please thank the members of the Color Guard for a job well done---"BZ"?

Frank X. Johnston
CAPTAIN FRANK X. JOHNSTON
Western Region Director

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PORTLAND FIRE & RESCUE

55 SW Ash Street, Portland, Oregon 97204-3590
(503) 823-3700, Fax (503) 823-3710
Erik Sten, Commissioner,
Ed Wilson, Chief
www.fire.ci.portland.or.us

We Respond
Always Ready
Always There

May 28, 2003

Mario Trevino, Chief
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Dear Chief Trevino:

Thanks for supporting Portland Fire & Rescue by allowing Captain Elmer Carr to serve as an assessor in our promotional process for Senior Fire Inspector.

We appreciate the experience and knowledge that Elmer brought to the assessment center. Elmer's input was a key factor in helping us choose the right people to fill important leadership positions in our organization.

Please let us know if Portland Fire & Rescue can provide you any assistance in the future.

Sincerely,

Ed Wilson

Ed Wilson
Chief

San Francisco Public Library

Sadako Kashiwagi
Presidio Branch Library
3150 Sacramento Street
San Francisco, CA 94115
May 21, 2003-05-21

Chief Mario Triefino
698 2nd Street
San Francisco, CA 94102

Dear Chief Triefino,

Thank you so much for providing our library patrons with a thrilling program. Everyone was so excited about it that they started gathering about 10:00 a.m. The members of Fire Engine #10 were surprised to see the large group (150 infants, toddlers, kindergarteners and care givers) who had gathered in front of the library. Even the non-involved adult patrons expressed their approval of the event.

A special thank you to:

T/LT Bob Mielke who talked about the Engine and a day in the life-----

FF Willie Humphrey who modeled the fire fighters uniform and helped wherever he was needed.

FF Les Wong who related well with the younger children on a one on one basis.

FF Rich Wagner who drove the Engine and helped the others with the demonstration of splashing water, blaring horns and flashing lights.

Some lucky children got to sit in the driver's seat. Unfortunately, this was not possible for every child because the crowd was so large. At any rate, I'm sure the children will long remember the Fire Fighters and Engine #10.

And I was especially pleased with the diversity of the members of Engine #10. I hope that you will be able to continue this worth while program given the on-going budget constraints.

Sincerely,

Sadako Kashiwagi

Sadako Kashiwagi
Children's Librarian

SOLANO EMERGENCY MEDICAL SERVICES COOPERATIVE

June 11, 2003

Board of Directors

Michael Johnson, CAO
Solano County

Kevin O'Rourke
City Manager
City of Fairfield

Ric Dorris, Fire Chief
Dixon Fire Dept.

Erika Bauer
Continuing Care Leader
Kaiser Foundation

Tom Travers
Director of In-Patient
Nursing Medical Services
Sutter-Solano Hospital

ary Tamkin, M.D.
Base Hospital Medical
Director
NorthBay Hospital

obert C. Thierry
onsumer Representative

MS Agency Staff

homas L. Charron, M.D.
ealth Officer, EMS
gency Medical Director

ichael Frenn
gency Administrator

ounsel
endy A. Getty
ssistant County Counsel

Chief Mario H. Treviño
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107-2015

Dear Chief Treviño:

I wanted to take this opportunity to praise and recognize San Francisco Firefighter/Paramedic Janet Brock for her heroic efforts on April 13, 2003. While driving home from a shift she witnessed and stopped at a major accident on Eastbound Interstate 80. She was the first medical provider on the scene of an accident that had two fatalities and approximately nine other victims. Using her medical skill and limited supplies, Ms. Brock triaged and managed the critically injured patients until our system fire departments and transport paramedics arrived to take over their care. Ms. Brock then stayed at the scene and continued to help until all the patients had been transported.

Firefighter/Paramedic Brock placed herself at risk from blood and body fluids because of her limited supplies, the nature of the accident and severe injuries to the patients. This type of service to the community goes "above and beyond" and she is to be highly commended for it. I believe that this behavior shows her outstanding qualities of spirit and humanity.

Please pass this letter on to Firefighter/Paramedic Brock and place it in her personnel file.

Sincerely,

Michael A. Modrich, RN
Prehospital Care Coordinator

Cc: Janet Brock
Michael Frenn, EMS Agency Administrator

Solano EMS Cooperative 1735 Enterprise Dr. Bldug. 3, Suite 120, Fairfield, CA 94533 Ph: 707-421-6685 Fax 707-421-6682

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PLEASE RESPOND TO:

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Facsimile: 415.732.0305

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Telephone: 301.229.0644
Facsimile: 301.229.4696

LOS ANGELES Region
Telephone: 909.780.1391
Facsimile: 909.780.1666

Email: ZieglerRoss@zri.com

29 May 2003

Mr. Mario Trevino, Chief
SAN FRANCISCO FIRE DEPARTMENT
698 Second Street
San Francisco CA 94107

Re: ***Sunday, 18 June, approx. 6PM***

Dear Chief Trevino:

I had an experience Sunday evening, 18 June, in which I passed out at the Old First Church during a concert. The paramedics were called and arrived (from #41) within just a few minutes (I was told later). I was "out" for about 3-5 minutes. I awoke to find the paramedics and firemen by my side. The paramedics and firemen (there were about five or six) ALL were just great. I felt fine as I was revived, but they insisted on talking me to the emergency room. The bottom line is that all the tests came back that there was no stroke or heart problem; it was probably a once in a lifetime occurrence. So I am fine and have a multitude of test results to prove it! However, I was so impressed with the alacrity, care, kindness, attention, and diligence (in getting me to agree to go to the emergency room) of all your folks, I wanted to write to you.

I remember Tim (in the back of the van with me the entire trip) and Shel (in the back and then driver). They were just great. Everyone from #41 was great. Congratulations on having such a tremendous team. And thanks.

Sincerely,

ZIEGLER ROSS

R. W. Ziegler Jr. [rwz@zri.com]
RWZJR/tbm
H:\Rwz\letter rwz fire-dept-thanks 052903.doc

HI-TECH EMERGENCY VEHICLE SERVICE, INC.

444 W. GREGER ST. • P.O. BOX 1616 • OAKDALE, CA 95361-1616 • (209) 847-3042 • FAX (209) 847-2110

March 13, 2003

Fire Chief Mario Trevino,
SAN FRANCISCO FIRE DEPARTMENT
698 Second Street
San Francisco, CA 94107-2915

Dear Chief Trevino,

Please allow me a moment of your time to introduce myself. My name is Mike Hennagin and I am the sales representative for Hi-Tech/American LaFrance Fire Apparatus. I am responsible for coordinating the manufacture and final delivery of the Heavy Rescue apparatus and the Tractor-Drawn Aerial apparatus presently on order with American LaFrance. My duties include scheduling and attending the pre-engineering conferences and the progress inspections of each apparatus during the construction process.

During the past several months I have been working closely with your personnel at the Bureau of Equipment to achieve our common goal of delivering the highest quality apparatus to meet the individual needs of your Fire Department. This process has benefited because of the experience and knowledge Mr. Michael Walsh has provided. He has shown himself to be well organized and detail-focused while representing your Fire Department. Mr. Walsh's in-depth knowledge of fire apparatus is greatly appreciated by our organization and has proven to be most valuable during the pre-engineering conferences. During these conferences Mr. Walsh provides our manufacturing and design engineers a clear and concise interpretation of specification issues and expresses to us the requirements of the Fire Department end users.

All of us at the American LaFrance facilities look forward to maintaining this high level of cooperation and communication with the members of the Bureau of Equipment in our efforts to furnish quality, user-friendly fire apparatus to the San Francisco Fire Department.

Please feel free to contact me anytime with questions regarding American LaFrance Fire Apparatus.

Sincerely,
HI-TECH FIRE APPARATUS, INC./
AMERICAN LaFRANCE OF NORTHERN CALIFORNIA

Mike Hennagin
Sales Representative
Phone (707) 696-7762

June 12, 2003

Mario Trevino, Chief of Department
San Francisco Fire Department
698 Second Street
San Francisco, California 94107-2015

Re: 3088 25th Street Complaint-File 0464150000

Dear Chief Trevino:

On behalf of neighbors, Michael Nield, Leah Herrera, Patrycia Bossak, Richard Schuler, Carrie Yury and myself, I want to commend both Inspector Tyrone Pruitt and Inspector Michael Thomas of your staff for their professionalism and their prompt, diligent inspection of the subject property citing the owner for unlawfully operating equipment (including acetylene) to manufacture jewelry in a residential district.

Since it appears this matter may require continued enforcement for our home safety, I am sending copies of this letter to members of the Board of Supervisors to let them know how important it is to have a fully staffed Fire Department for fire prevention as well as emergency services.

Sincerely,

Claudine

Claudine O. Venegas
2883A Harrison St.
San Francisco, CA 94110
(415) 554-9872

cc: Assistant Chief Thomas Harvey
Chief of Staff Gary Massetani
Inspector Tyrone Pruitt
Inspector Michael Thomas
Honorable Supervisors, Tom Amiano, Chris Daly, Bevan Dufty, Tony Hall, Fiona Ma, Sophie Maxwell, Jake McGoldrick, Gavin Newsom, Aaron Peskin, Gerardo Sandoval

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THE
JOHN STEWART COMPANY

1388 Sutter Street, 11th Fl.
San Francisco, CA 94109-5427

415.345.4400
Fax 614.9175
www.jsco.net

June 10, 2003

Mr. Mario Travino, Fire Chief
San Francisco Fire Department
Bureau of Fire Prevention and Investigation
Public Education
698 Second Street
San Francisco, CA 94107

Dear Mr. Travino:

I am writing to express our sincere thanks to you and Inspector Kaan Y. Chin for the presentation on fire prevention at The John Stewart Company Annual Housing Conference on March 28, 2003. We recently completed the overall evaluation of the conference and the fire safety presentation was highly rated. The instructor's knowledge of the subject, the presentation skills, the utility of information provided, and the opportunity for group participation were all rated as excellent.

The conference was attended by over 500 employees, whose occupations are building managers, assistant managers, janitors, maintenance, front desk, and other administrative building personnel who work directly out of the properties and are generally the first to attend to an emergency situation such as a fire. Inspector Kaan Chin has made a number of outstanding presentations on fire prevention to many of our residents in our SRO's, senior properties, and special needs housing and I am sure he will continue to do so throughout the City. However, if possible, we would, once again, welcome the opportunity to have Inspector Chin make a fire prevention presentation to a larger group at our 16th annual conference in 2004.

Again, on behalf of the John Stewart Company Conference Committee, please accept our gratitude. Should you have any questions or concerns, please do not hesitate to contact me at (415) 495-3748.

Sincerely,

Evelyn Catalan
Supervisor

cc: Inspector Kaan Y. Chin

Anthony Zidek
60 Lagunitas Drive
San Francisco, CA 94132
June 12, 2003

Juanita Hodge
NERT Program Coordinator
San Francisco Fire Department
698 - 2nd Street, Room 118
San Francisco, CA 94107

RE: NERT Training Program for San Francisco Unified School District Staff

Dear Juanita Hodge,

I am writing this letter to request SFFD's NERT training program be used to instruct SFUSD school site staff in emergency operations.

As a recent graduate of SFFD's NERT program, I have gained valuable knowledge and skills in emergency response training. The NERT program trains volunteers in fire fighting, search and rescue, disaster medicine, and basic disaster preparedness. This course would be an excellent training program to prepare SFUSD staff in the event of a large-scale disaster.

Students and parents are counting on the SFUSD to provide teachers, administrators, and staff with the training they need to *keep children safe* and deal with a major emergency during school hours. It will be too late to train school site staff in the middle of an emergency. Training must be undertaken *before a disaster*, if we are to save lives.

Adoption of the SFFD's NERT program by the SFUSD would go along way to alleviate parent's fears that their child's school is prepared to handle a major disaster.

I urge the San Francisco Unified School District to work in conjunction with the San Francisco Fire Department in adopting and implementing the NERT program to train school site staff.

If you have any questions regarding my advocacy of the NERT program for use in the SFUSD, please telephone (415) 731-6434 or e-mail: anthony@anthonyzidek.com.

Sincerely,

Anthony Zidek
SFUSD Paraprofessional

OES
CALIFORNIA
Governor's Office of Emergency Services

Coastal Region

Gray Davis, Governor

June 9, 2003

Juanita Hodges, NERT Coordinator
San Francisco Fire Department
698 Second Street
San Francisco, California, 94107

Dear Juanita,

Thank you for sharing your expertise with those attending the BayNET workshop in Concord on May 28, 2003. Your presentation on the importance of neighborhood training stressing victim prevention was an important part of the workshop. Your enthusiasm and your show of dedication to disaster public education gave each of us a much-appreciated boost. Thanks also for sharing the video segment from the recent PBS broadcast. Seeing your preparedness work in action was a great reinforcement.

Keep up the good work.

Sincerely,

C Barnecut Barnecut

Carrie Barnecut
Emergency Services Coordinator

Bay Area Neighborhood Emergency Training

BAYNET

BayNET is an organization dedicated to the advancement of emergency readiness of Bay Area communities through networking, resource sharing and education.

1300 Clay Street, Suite 400; Oakland, California 94612-1425; (510) 286-0895; FAX (510) 286-0853

350 O'Shaughnessy Boulevard • San Francisco, California 94127
Telephone: (415) 281-0892

Miraloma Park Improvement Club

June 8, 2003

Lt. Juanita Hodge, Coordinator, SF NERT
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107

Dear Lt. Hodge:

We at the Miraloma Park Improvement Club want to thank you for taking the time to make a presentation to our neighbors earlier this year. The forum was very well attended and well received, and we couldn't have done it without your gracious volunteer efforts.

Enclosed is a gift certificate for our neighborhood coffee shop, Creighton's on Portola, which we hope you will enjoy the next time you find yourself in our neck of the woods. They serve breakfast, lunch, dinner, and sell delicious desserts, cheeses and wines.

Thank you once again for the gift of your knowledge and enthusiasm!

All the best,

Dan Liberthson, Secretary

IN Grateful APPRECIATION

Thanks for your support

of the humanitarian work

of the American Red Cross

NERT Program
San Francisco Fire Department

For your consistent support and generous contribution to the American Red Cross Youth for Chinatown Elderly Program which enhances the development of immigrant youth to become community contributors and future leaders

Stephen Zellerbach

Stephen A. Zellerbach
Chairman, Youth Services
Bay Area Chapter

Rita Wong
Program Coordinator
Youth for Chinatown Elderly

June 12, 2003

American
Red Cross
Bay Area Chapter

JEWISH
HOME

A Center for Geriatric Care

302 Silver Avenue
San Francisco, CA 94112

Tel: 415 . 334 . 2500
Fax: 415 . 334 . 4375

May 28, 2003

Chief Marino Terevino
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107-2015

Dear Chief Terevino:

Please accept our sincerest thanks for the excellent response of your Emergency Response Team to the bomb scare at our facility on May 22, 2003. Your team arrived quickly and were professional, decisive, and appropriately responsive to the potentially dangerous situation. Fortunately the scare was without basis, but we were gratified and proud of the manner in which your people handled the situation.

Please share our appreciation with your team for a job well done.

Sincerely,

Sandra P. Epstein

Daniel R. Ruth
Chief Executive Officer

Sandra P. Epstein, Ph. D.
Administrator

SPE/eeh

cc: Mayor Willie Brown

Learning, Leading,
Building Legacies

LEADERSHIP

May 24, 2002

Robert Navarro
Section Chief/Spc Oper/SFFD
City and County of San Francisco
698 Second Street
San Francisco, CA 94107

Dear Robert:

Thank you for serving as a speaker for the Leadership San Francisco (LSF) class of 2003 on April 17th. The session on **Direct Services and Disaster Preparedness** was extremely successful and your participation was a valuable part of the day's experience.

Again, Robert, thank you for your interest and significant contribution to Leadership San Francisco.

Best regards,

Dianne M. Easton

Dianne M. Easton
Executive Director

5 Montgomery Street, 12th Flr.
n Francisco, CA 94104
one 415-352-8826
x 415-392-0485
aston@sfchamber.com

FIRE COMMISSION

City and County of San Francisco

DOCUMENTS DEPT.

AUG 11 2003

SAN FRANCISCO
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Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 03-25

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31/03
ecial

MINUTES OF THE FIRE COMMISSION

Special Meeting – Thursday – July 31, 2003 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. **ON ROLL CALL,** the following were noted present:

President Stephen A. Nakajo
Vice President Russell S. Roeca
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

Commissioner Pat Norman was excused because of illness.

Raymond Balzarini	- Acting Chief of Department
Assistant Deputy Chiefs – Staff:	
Bernie F. Lee	- Division of Airports
Paul D. Jones	- Division of Support Services (Acting)
Gary P. Massetani	- Division of Fire Prevention & Investigation
Chief Officers – Staff:	
Lorrie A. Kalos	- Administration
Marshal Isaacs, M.D.	- Emergency Medical Services
Chief Officers – Firefighting Services:	
Frank T. Cardinale	- Division 2 (Acting)
Richard D. Bracco	- Division 3

2. **APPROVAL OF THE MINUTES**

Regular Meetings of May 22, 2003 and June 26, 2003, and Special Meetings of June 26, 2003 (3:30 p.m. and 5:00 p.m.)

Commissioner del Portillo moved and Commissioner Conroy seconded, with Commissioner Roeca abstaining. There were no questions or discussion and the minutes of the Regular Meeting of May 22, 2003, were approved as presented.

Commissioner del Portillo moved and Commissioner Conroy seconded. There were no questions or discussion and the minutes of the Regular Meeting of June 26, 2003, were approved as presented.

Commissioner Roeca moved and Commissioner del Portillo seconded. There were no questions or discussion and the minutes of the Special Meetings of June 26, 2003, were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through R) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during June 2003.

Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during May 2003.

Physician's Reports

Submitting biweekly reports of Fire Department Physician concerning disability injuries – May 24 through June 6, June 7 through June 20, and June 21 through July 4, 2003.

B. Appointments

Reporting the following PROBATIONARY appointment effective *JUNE 20,2003*:

H1 Fire Rerscue Paramedic

Terrance Hogue (vice: Hogue's 2532 position)

Reporting the following PERMANENT appointment effective *JUNE 21, 2003**:

H1 Fire Rescue Paramedic

Terrance Hogue

**MOU specifies a probationary period of one day (Section 12)*

Reporting the following PERMANENT appointments effective *JUNE 18, 2003**:

H1 Fire Rescue Paramedic

Irene T. Ager
Stephen J. Ager
Jean L. Duncan
Jeffrey L. Sloan
Kirt Thomason
Irene Ybarra
Jonathan Frank

**MOU specifies a probationary period of one day (Section 12)*

(Note: The above seven H1 Fire Rescue Paramedics were appointed effective June 17, 2003 – Item 3.B, Minutes 06-26-03)

Reporting the following PROBATIONARY appointment effective *JULY 2, 2003*:

1070 IS Project Director

Hugo A. Aparicio (vice: Tx'd from 1071)

Reporting the following PROBATIONARY appointment effective *JULY 2, 2003*:

1450 Executive Secretary I

Yvonne M. Wimmleitner (vice: Laurie Martinez, laid off)

Reporting the following PROBATIONARY appointment effective *JULY 12, 2003*:

1842 Management Assistant

June M. Waechtler (vice: Robert Monroe, AP#1276863)

Reporting the following TEMPORARY appointment effective *JULY 12, 2003*:

1820 Junior Administrative Analyst

Robert Monroe (vice: Shelley Thomas, resigned)

Reporting the following TEMPORARY EXEMPT appointment effective *JULY 9, 2003*:

H110 Marine Engineer of Fireboat (rehire)

Richard Currie (vice: Richard Currie, AP#1276806)

C. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Peoples, John S.	H50 Assistant Chief	Service	Jun. 29, 2003
Leal, Gary S.	H40 Battalion Chief	Service	Jun. 26, 2003
Quinn, Richard C.	H40 Battalion Chief	Service	Jun. 29, 2003
Walsh, Donald M.	H40 Battalion Chief	Service	Jun. 29, 2003
Young, Adam J.	H40 Battalion Chief	Service	Jun. 22, 2003
Wilson, Joseph M.	H39 Captain, Training (Airport)	Service	Jul. 05, 2003
Kim, Robert K.	H30 Captain	Service	Jun. 30, 2003
Long, William E.	H30 Captain	Service	Jun. 14, 2003
Montague, Gary M.	H30 Captain	Service	Jun. 30, 2003
O'Leary, John M.	H30 Captain	Service	Jun. 13, 2003
Shannon, Gerald R.	H30 Captain	Service	Jun. 30, 2003
Balich, Dennis P.	H20 Lieutenant	Service	Jun. 30, 2003
Beckerley, John G.	H20 Lieutenant	Service	Jun. 30, 2003
Bertollo, Walter R.	H20 Lieutenant	Service	Jun. 30, 2003
Callen, Timothy J.	H20 Lieutenant	Service	Jun. 07, 2003
Gughemetti, Albert R.	H20 Lieutenant	Service	Jun. 27, 2003
Heffernan, Timothy P.	H20 Lieutenant	Service	Jul. 09, 2003
McAlister, John	H20 Lieutenant	Service	Jun. 30, 2003
Sanchez, John R.	H20 Lieutenant	Service	Jul. 01, 2003
Biagini, Daniel J.	H10 Chief's Aide	Service	Jun. 30, 2003
Boyd, Dennis W.	H10 Chief's Aide	Service	Jun. 30, 2003
Hartmann, Richard L.	H10 Chief's Aide	Service	Jun. 16, 2003
Keck, James M.	H3 Firefighter/Paramedic	Service	Jun. 30, 2003
Lynch, Stephen F.	H3 Firefighter/Paramedic	Service	Jun. 30, 2003

Erbert, Gilbert A.	H2 Firefighter	Service	Jun. 28, 2003
Gloistein, Rick L.	H2 Firefighter	Service	Jun. 24, 2003
Gunther, Dennis J.	H2 Firefighter	Service	Jun. 18, 2003
Hunter, John P.	H2 Firefighter	Service	Jun. 30, 2003
Lipson, Steven C.	H2 Firefighter	Service	Jun. 30, 2003
Sullivan, Joseph A., Jr.	H2 Firefighter	Service	Jun. 30, 2003
Hong, Seung	7205 Chief Stationary Engineer	Vesting	Jun. 01, 2003

(Retirement Certificates will be presented at Fire Commission meeting of October 23, 2003)

D. Military Leaves

Submitting for approval application from two members for Military Leaves of Absence with pay, in order to comply with Military Orders received from their commanding officers:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Donnelly, Mark S. CMSGT	H30 Capt.	06-10-03 thru 06-11-03	2	US Air Force Res. Travis AFB, CA	Attend Active Duty Training
		06-17-03 thru 06-18-03	2	US Air Force Res. Travis AFB, CA	Attend Active Duty Training
		06-24-03 thru 06-25-03	2	US Air Force Res. Travis AFB, CA	Attend Active Duty Training
Brown, Mark TSGT	H2 FF	07-28-03 thru 07-31-03	4	US Air Force Res. Travis AFB, CA	Attend Active Duty Training

E. Suspension

Reporting suspension of the following:

No./Rank of Members	*Unit*	*Days*	*Dates*	*Violation of*
1 H3 FF/PM	Medic 3	4	07-13-03 07-14-03 07-16-03 07-17-03	Sec. 2004 (Restricted Passengers) Sec. 3905 (Unfamiliarity with Rules) Sec. 3922 (Acts Detrimental to Welfare Of Department) Radio Communications Manual – All Companies shall maintain a Radio Watch

F. Resignation

Submitting resignation of Probationary H3 Firefighter/Paramedic Eric Wenz, effective June 1, 2003. (Resigned with satisfactory services. Started work 08-26-02.)

G. Separation

Reporting separation of 1233 EEO Specialist Marchelle Phillips, effective close of business June 30, 2003. (Transfer of function. Approximate length of service – 5-1/2 years.)

H. Separation

Reporting separation of Temporary Exempt 1220 Payroll Clerk Fanny Lee, effective close of business June 30, 2003. (Released from appointment. Approximate length of service – two years.)

I. Lay-Off

Reporting involuntary leave (retrenchment) of the following, effective close of business July 1, 2003:

Name	*Rank*
Michael J. Taylor	1071 IS Manager
Suzanne Wong	1244 Senior Personnel Analyst
Steven Jaques	1934 Storekeeper
Rafael M. Ramos	1934 Storekeeper
Vincent E. Figlia	7334 Stationary Engineer

J. Lay-Off

Reporting involuntary leave (displacement) of Robert Monroe, 1842 Management Assistant, effective close of business July 11, 2003.

K. Lay-Off

Reporting involuntary lay-off of the following, effective close of business July 1, 2003:

Name	*Rank*
Laurie Martinez (displacement)	Perm. Exempt 1450 Executive Secretary I
Hyon Chang (retrenchment)	Provisional 7334 Stationary Engineer

L. Lay-Off

Reporting involuntary leave (retrenchment) of David B. Johnson, 1244 Senior Personnel Analyst, effective close of business July 1, 2003:

(Note: The above lay-off was rescinded July 1, 2003)

M. Report of Death

Reporting, with regret, the death of Firefighter Kenneth Hoover. Firefighter Hoover died on June 25, 2003.

N. Leaves of Absence

Submitting requests for leaves of absence with pay for the following:

Captain David Franklin, Safety Officer, and Dorothy Teupel, Clothing Depot, for five days, August 11 through August 15, 2003, in order to visit the Bullard's helmet manufacturing facility in Kentucky. There is no cost to the San Francisco Fire Department. Members will not be replaced.

Lieutenant Kevin Callaghan, Bureau of Fire Investigation, for four days, July 20 through July 23, 2003, in order to attend a training seminar entitled *Live Burn Exercise* presented by the California Conference of Arson Investigator at Seaside, California. The cost for registration, transportation and lodging is included in the 2003-04 budget. Lieutenant Callaghan will not be replaced.

O. Leaves of Absence with Pay

Submitting requests for leaves of absence with pay for the time period from March 2003 through January 2004 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
21	H2 Firefighter	346
2	H3 Firefighter/Paramedic	20
1	H10 Chiefs' Operator	6
2	H20 Lieutenant	12
1	H30 Captain	35
1	H33 Rescue Paramedic Captain	6
	Total number of Days with Pay	425

Submitting requests for intermittent leaves with pay for the time period from May 2003 through October 2004 for the following:

1	H2 Firefighter	Oct. 01, 2003 – Oct. 01, 2004
1	H2 Firefighter	Jul. 01, 2003 – Jun. 30, 2004
1	H2 Firefighter	Jun. 07, 2003 – Aug. 07, 2003
1	H2 Firefighter	May 01, 2003 – May 01, 2004
1	H2 Firefighter	Jun. 06, 2003 – Dec. 06, 2003
1	H2 Firefighter	May 24, 2003 – May 24, 2004
1	H2 Firefighter	Jul. 01, 2003 – Jul. 01, 2004
1	H2 Firefighter	Jul. 08, 2003 – Jul. 08, 2004
1	H20 Lieutenant	Jul. 20, 2003 – Jul. 20, 2004
1	H150 Deputy Chief	Jul. 08, 2003 – Jul. 08, 2004

P. Leaves of Absence without Pay

Submitting requests for leaves of absence without pay for the time period from January 2003 through October 2003 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
2	H3 Firefighter/Paramedic	184
	Total number of Days w/o Pay	184

Q. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Medic 29	02-3-193	4/14/03	742	A	File

Cause: While enroute to drill, Medic 29 clipped mirror of a Muni bus which was partially blocking the lane

Engine 1	02-3-194	4/29/03	537	B	Bill

Cause: While responding with red lights and siren, and making a right turn, Eng 1 was struck by a civilian riding a bicycle

Engine 42 02-3-195 5/5/03 513 A File

Cause: While enroute to detail Eng 42, Eng 41 struck mirror of a passenger bus which was stopped due to traffic

Medic 17 02-3-196 5/10/03 743 A File

Cause: While backing into SFGH to deliver patient, Medic 17 struck support column, damaging right rear bumper

Engine 13 02-3-197 5/10/03 524 C File

Cause: During a lane change, Eng 13 struck a civilian vehicle

Engine 32 02-3-198 5/12/03 541 B Bill

Cause: While parked, Eng 32 was struck by a civilian vehicle making a right turn

Rescue 1 02-3-199 5/13/03 869 B Bill

Cause: While stopped in front of quarters, Res 1 was struck by a passing vehicle

Medic 13 02-3-200 5/13/03 741 A File

Cause: While responding with red lights and siren, Medic 13 struck a stationary sign with the mirror

Medic 38 02-3-201 5/15/03 744 B File

Cause: Hit and run - While parked at a medical call, Medic 38's mirror was struck by a civilian vehicle which left the scene

Engine 7 02-3-202 5/17/03 525 B Bill

Cause: While double parked and conducting a hydrant inspection, Eng 7 was struck by an ambulance

Truck 15 02-3-203 5/18/03 604 A File

Cause: While making a left turn during driver training, tiller of Trk 15 swung out to avoid an approaching vehicle, was unable to correct in time, and struck a parked civilian vehicle

Engine 6	02-3-204	5/19/03	530	A	File
Cause:	While responding to a medical call, Eng 6 struck a parked truck				
Medic 36	02-3-205	5/20/03	733	B	Bill
Cause:	While stopped and waiting to make a lane change, Medic 36's mirror was struck by a U-haul truck				
Medic 9	02-3-206	5/20/03	717	A	File
Cause:	While pulling away from a medical scene, Medic 9 clipped a pickup truck				
Medic 38	02-3-207	5/21/03	744	B	Bill
Cause:	Hit and run - While parked and unattended, Medic 38's mirror was clipped by a civilian vehicle which left the scene				

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

R. Communications Received by Commission

The following communications have been received by the Commission from June 19, 2003 through July 24, 2003:

1. From Jason Simon, Firefighter/Paramedic, concerning the alarming decrease in the level of paramedic service provided by the SFFD in a "cost saving" measure, specifically the reduction from in ALS engines per Local 798's MOU. Copy: each Commissioner and Chief of Department.

2. From Michael Arsanis, Firefighter/Paramedic, regarding the harassment if paramedics resulting in frustration, disability and, frequently, resignation – a loss of a valuable resource to the citizens of San Francisco. Copy: each Commissioner and Chief of Department.

3. From Petra Johnson, Firefighter/Paramedic, thanking the Commission for their support of the RPRS, pointing out the adverse effect on the citizens of San Francisco of the reduction of ALS engines from 26 to 21 and citing several WDO statistics when 4 ALS engines were closed. Copy: each Commissioner, Chief of Department and EMS Chief.

4. From Bryon Hendon, Interim Director, San Francisco Firefighter/Paramedics Association, expressing his concern and embarrassment at the following comments of

John Hanley, President, San Francisco Firefighters Local 798, "If you go after us, we're gonna go after you" directed at Harvey Rose, Alan Gibson and members of the Budget Analysts' staff. Copy: each Commissioner and Chief of Department.

5. From John Cavanaugh, Paramedic Captain, notifying the Commission of the reckless attempt to deny the citizens of San Francisco quality pre-hospital emergency care by the elimination of one of the four paramedic field supervisors. Copy: each Commissioner and Chief of Department.

6. From the following individuals, opposing the closure of Station 33 and the dispersal of the members of Engine 33 to other firehouses in the City:

Frank Abbuiso	Father Abbushti	Taha Abdelwhhab
Jose Alvarado	Sadia Ambrose	Willie Amersae
Pamela Ball	William Banford	Tyree Banks
Reginald Batups	Beverly Berry	Sonya Black
Myrna Bonilla	Denise Booker	David Boyll
Anthony Bradly	Herb Brent	Beverly Brousard
Morris Brousard	Clara Brown	Keith Brown
Zot Brown	Otis Brown	Erin Browne
Carlos Cabrerra	Linda Cals	Jaquiline Carr
Jose Castillo	Thomas Cauthoure	Iris Cauti
Maria Clipper	Shonda Clement	Barbara Collins
Adrian Connelly	Nora Connely-Hughes	Hazel Davis
Danielle Davis	Denise Davis	Monica Davis
Francis Dodoo	Margie Earles	Everette Edwards
Cindy Elahi	Greg Elarms	Judy Fang
Loomis Freeman	Latrelle Gaddies	Rodrigo Gadea
Mary Gastinelli	Lloyd George	John Glen
Deborah Glen	Martha Golden	Debra Gradney
Julian Gradney	Kelley Green	A. Grier
Tarek Gubari	Joanne Hamilton	Edward Hamilton
Angela Harper	Ora Jean Harper	Beverly Harper
Alfonzo Harper	Charles Harris	Hazel Harris
Mary Harris	Aubry Hawon	Darel Heater
Ken Hellman	Lonner Henderson	Florence Hightower
Marchelle Hill-Phillips	Arthur Hill	Herman Horton
Rosalund Houff	Robert G. Huerta	Erika Hurd
Derrick Isiah	Ronald Jackson	Robby Johnson
Erica Johnson	Erika Johnson	Marjorie Johnson
Walter Johnson	Betty Jones	Leon Keitt
Daniel Knight	Tasha Knighton	Fr. Labib Kobti
Joana Lang	Eanestine Latchison	William Lawson
Mellisa Levitt	Linda (email)	Ericka Lockhart
Reniga Lopez	J. Lyons	Michael Lyons
Ronald Lyons	J.J. Mattox	Willie Minor
Janel Mitchell	Sandra Mitchell	Nancy Moody
Gloria Morales	Eddy Morela	Frank Norris
Gurcan Ozmert	Isidoro Perez	Bonita Poole
Roy Poole	Paulis Porter	Pamela Powell
Leroy Price	Jin Q Luo	Jerry Qiu
Evangeline Ramos	Kajuana Raven	William Rhoades

Alexandra Rigaud	Fannie Ruben	Irene Russell
Andy Sadley	Audry Sadley	Hanan Saleh
Nabil Saleh	J. Sallier	Harold Scott
Joseph Self	James Shelton	Ruth Shelton
Shelley Shores	Jackie Smith	N. Smith
Richard Smith	Dee Smith	Damaal Smith
Cecile Soliai	Ernest Stevens	Vera Stevens
Charlie Stevenson	Troy Stewart	JoAnn Stockskill
Alfred Strickland	Earline Strickland	John Sylvester
Carolyn Taylor	Aldonia Teneson	James Thomas
Tracey Thomas	Christopher Todd	Sonia Todd
Pat Torez	A.K. Tucker	Ernest Tunson
Camilla Turner	Clorimer Turner	Dori Turner
Essie Turner	Anna Van Holteris	Ana Varela
Walter Bryan	Monica Washington	Sandra Westbrook
Corille White	Lubbie White	Yamiah White
Betty Williams	J. Williams	JaBarra Williams
Jasmyn Williams	Leon Williams	Linda Williams
Sherrie Williams	Velma Wills	Lawrence Wilson
Roscell Wilson	Al Wumberly	Linda You
Oiy Zang Ku	Robert Katzman	Marilyn Katzman
Andie Rice	Jennie Rose	Barbara Mc Kinney
Curtis Haney	Julianne Hunt	Robert Pementell
Irene Russell	Sharon Gerlach	
San Francisco Christian School	OMI Community Action Organization	Cayuga Improvement Association

Note: 285 further letters were received but the signatures were illegible.

7. From John Darmanin, informing the Commission of the firebombing of his car and attaching article from local paper. Copy: each Commissioner and Chief of Department.

8. From Captain Pat Gardner, Station 1, refuting allegations of intoxication at the firehouse and extending an open invitation to the Commission, as well as to members of the Command staff, to visit Station 1 during evening hours unannounced any day. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

9. From Allie London, thanking Beth Goudreau and Yvette Ortega, Medic 18, for their outstanding and professional treatment during recent incident at Fort Funston. Copy: each Commissioner, Chief of Department and EMS Chief.

10. From Albert Chiang, regarding possible purchase and restoration of historically preserved firehouse at 1152 Oak Street (Old Station 21). Copy: each Commissioner, Chief of Department and Assistant Chief Massetani.

11. From James Corrigan, regarding drinking in the firehouses and the exorbiant salaries of individuals in Assignment Office: Copy: each Commissioner, Chief of Department and Deputy Chief, Administration.

Commissioner del Portillo moved and Commissioner Roeca seconded. There were no questions or discussion and Items A through R on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted 14 letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department Mario H. Treviño on monthly status of department personnel, equipment and apparatus for June 2003.

Raymond Balzarini, Acting Chief of Department, informed the Commission that the Department had received a $211,975 FEMA grant.

Commissioner del Portillo suggested that the staff involved in preparing the grant be commended for the quality of their work in this competitive climate and for the results they have achieved.

Public Comment
John Darmanin wished to know if the grant funds that had been just received will be used for paying for newly created positions, such as that of a battalion chief's or the new H10 position.

Chief Balzarini responded that since notification of the grant had just been received, he could not respond yet as to its use.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Retirement Certificates

Reporting Awards of Honorable Service to the following members:

	Type of Retirement	*Years of Service*	*Retirement Date*
Lieutenant Daniel J. Curran	Service	28	Apr. 12, 2003
Firefighter Richard J. Gibson	Service	33-1/2	Mar. 15, 2003

The Secretary informed the Commission that the retirees were unable to attend due to changed travel plans.

D. FY 2003-04 Annual Statement of Purpose [First Reading]

Note: This item is continued to the next regular meeting of August 14, 2003.

E. Report on Anonymous Allegations of Intoxicant Use in Firehouses

Raymond Balzarini, Deputy Chief, Operations

Chief Balzarini stated that he was aware that a number of communications had been received by the Commission, the Secretary and the Chief of Department referring to certain incidents or actions in firehouses. The Department views these allegations as very serious and all are under investigation. Most, if not all, battalion and division chief officers have been assigned one or more of these ongoing investigations. Chief Balzarini wished to point out that the station captains have also taken these allegations very seriously and are continuing to monitor behavior in the stations. Chief Balzarini noted that positive action has been taken by some station captains, such as Station 1's open invitation to Commissioners to drop in anytime, unannounced, and join them for dinner.

President Nakajo expressed his appreciation of the action already taken by Chief Balzarini since it was at his request that the investigations were initiated. He was aware that a considerable amount of discretion is necessary to investigate these matters.

Commissioner Nakajo reaffirmed the Commission's zero tolerance policy and stated that the Commission was aware that it was also an educational process. He wished to commend the captains and line officers on assuming more accountability in this matter.

Public Comment

John Darmanin wished comment on FF Childers alcohol-related termination. He believes that the Commission's zero tolerance policy does not take into account that alcohol or drug dependency is considered a disease. This policy does not provide line officers, when confronted with such cases, with any options beyond termination, and they are reluctant to use it. Mr. Darmanin believes this policy not be in the best interests of the Department and hopes that the Commission will rethink its decision.

F. Fire Commission Resolution

Submitting for adoption Resolution No. 03-7 prohibiting alcohol at fire stations.

President Nakajo directed that Resolution No. 03-7 be tabled until a later date.

G. Special Report – Fitness/Wellness Program

Report on the development of a Fitness/Wellness program as an integral component of the CPAT (Candidate Physical Ability Test)

Assistant Deputy Chief Lorrie Kalos, Administration, outlined the Department's vision for a Fitness/Wellness program. The Department wishes to establish a comprehensible, scalable and cost effective fitness and wellness program that (1) ensures that a well-conditioned member of the Fire Department arrives at a scene of an emergency to protect and serve the citizens of the City and County of San Francisco; (2) offsets rising costs of Workers' Comp, sick pay, and overtime, which is the Departments largest expense; (3) educates and promotes healthy life styles for Fire Department members; and (4) infuses a culture that promotes productive careers, better quality of life and a long active retirement.

Chief Kalos noted that there were three goals: (1) to create an infrastructure from which to built and support the development of a fitness and wellness program; (2) to define measurements that would document program performance from an organizational level to an individual perspective; and (3) to reduce costs related to Workers' Comp, sick pay and overtime.

Chief Kalos presented the components of the Fitness/Wellness program: (1) Illness and Injury Prevention; (2) Exposure/Infection Control; (3) Medical (physical examination); (4) Medical (rehabilitation); (5) Safety; (6) Physical Fitness; (7) Flexibility; (8) Behavioral Health; (9) Nutrition; (10) Performance Evaluations (CPAT). She pointed out that historically the Department has had a fitness program as observed in the Rules and Regulations, Section 3957, and in the Procedure Guide, Section 3962.

In closing, Chief Kalos noted that for Fiscal Year 2003-04, the Board of Supervisors had deleted the minimum funding that had been allocated the previous year. Commissioner Roeca added that the Commission will have to make a special effort with the Board to make them realize the importance of this program and the cost savings in Workers Comp and sick pay associated with a Fitness/Wellness program. Discussion ensued, with Commissioners asking questions and Chief Kalos responding.

Please note: A copy of the presentation is attached to the Minutes of the meeting.

Public Comment
John Darmanin commented on the necessity to fund the Fitness/Wellness Program. He noted that apparently nine cities were able to receive funding to develop and maintain such a program. Mr. Darmanin was pleased to note that the Department had a wellness program, namely, *Health Check* – a physical examination with concomitant lab work - but it seemed to him that Health Check needed to be taken on a more frequent basis.

H. Consideration of a Department Task Force to address Fire/EMS Merger Issues

Commissioner Conroy, at the request of the President, responded that he had received a great deal of comment on this issue. Widespread interest throughout the Department and outside of the Department had been indicated in the issues of the Fire/EMS merger. To this end, Commissioner Conroy moved that, in lieu of the Task Force, he wished the entire Commission to hold a Special Meeting to receive comment and engage in a frank and open discussion with any individual who wishes to come to the Special Meeting and address the issues concerning the merger of Fire and EMS in the Department. He added that he wished this meeting to take place in the spirit to which both the Commission and the Department is dedicated to, that is, of furthering and promoting the merger. Commissioner del Portillo seconded.

Commissioner del Portillo suggested that comments could be submitted in writing prior to the Special Meeting. This would afford the Commission the opportunity to read the comments before the meeting and be better prepared to understand suggestions and to respond. Anyone submitting comments in writing would still have the opportunity to appear and address the Commission.

President Nakajo appointed Commissioner Conroy to facilitate the Special Meeting that has been scheduled for August 12, 2003, 4:00 – 6:00 p.m.

Public Comment
John Darmanin noted the absence of any members from Local 798's nine-person Executive Board at the meeting. He hoped that they would be active participants in the upcoming Special Meeting to discuss unresolved issues that have accumulated over the past seven years. Mr. Darmanin thanked the Commission for undertaking this task and hoped that the meeting would be productive.

5. PUBLIC COMMENT

John Darmanin related to the Commission an incident that he felt was inappropriate behavior and had occurred between himself and Mario Treviño, Chief of Department. Mr. Darmanin alleged that Chief Treviño addressed him inappropriately regarding an incident report that he had submitted, wherein he reported an arson fire in front of his house due to the fire bombing of his car. Mr. Darmanin added that only a few days ago, two family vehicles were vandalized in the front of his house. He wished the Fire Commission to address these matters as soon as possible.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:10 p.m.

Tania Bauer
Secretary

Fitness/Wellness Program

Presentation by

stant Deputy Chief Lorrie Kalos

Fitness Program Presentation
Health and Wellness

Vision

To establish a comprehensive scalable, cost effective fitness and wellness program that…

… ensures that a well conditioned member of the Fire Department arrives at the scene of an emergency to protect and serve the citizens of the City and County of San Francisco.

… offsets the rising costs of Worker's Compensation, sick pay and overtime for the City and County of San Francisco.

… educates members and promotes healthy life styles of Fire Department members.

… infuses a culture that promotes productive careers, quality of life and active retirement.

Goals

To create an infrastructure from which to build and support the on-going development of a fitness and wellness program

To drive down costs

To define measurements that appropriately documents program performance from an organizational to an individual perspective.

Components

Illness and Injury Prevention Program

Exposure/Infection control

Medical (physical examination)

Medical (rehabilitation)

Safety

Physical fitness

Flexibility

Behavioral health

Nutrition

Performance evaluations (CPAT)

Historical Information

Rules and Regulation; Section 3957 – Minimum Performance and Fitness Standards

Procedure Guide; Section 3962 – Performance and Fitness Program

Fitness Program Proposal – Grant Proposal

Research

The SFFD identified nine (9) metro cities that have a formal Occupational Health and Safety Programs:

Calgary, Alberta, Canada

Dallas, TX

Fairfax, VA

Los Angeles City, CA

Los Angeles County, CA

Phoenix, AZ

Portland. OR

San Diego, CA

San Jose, CA

The Future for the SFFD

With the participation of the administration and labor organizations we will be able to expand to an effective program that achieves our goals for the citizens of San Francisco, the SFFD and its members.

Fitness Program

Proposal

Possible Grant Funding

(drafted 2003)

Fitness Program Proposal

Project Description:

The San Francisco Fire Department is prepared to begin a comprehensive wellness and fitness program for all of its approximately 1800 uniformed personnel. This program will include the following components:

- Mandatory comprehensive medical evaluations: This will help determine if members are healthy enough to undertake a strenuous exercise program beyond standard work status and may identify medical problems in the early stages. These evaluations are currently being offered through our health check program every three years to all uniformed members. There would be no additional cost.
- Create a 100 member program control group: 100 fully active members representing rank, assignment and gender from the age group of 40 to 55 years of age to statistically represent this work force. The fitness scores from these 100 members would be averaged to determine the control from which all members would then be measured. If this program were effective and earning full support by everyone then the control group would become more fit and stronger every year. The personnel who are employed at the gym could administer the fitness test. There would be no additional cost.
- Wear fitness recognition awards on uniforms: A fitness star would be awarded to members who meet the average of the 100 member control base fitness score and who maintain a body fat of less than 28% for men and 35% for women.

  To earn fitness elite status, a member would have to achieve one standard deviation above the average of the 100 member control group on all fitness test categories plus have a body fat of 25% or less.

  Members who are identified as one standard deviation or more below the average of the control group on the fitness tests would be given individual fitness programs to help them increase their scores.

- Every member would be encouraged and given an opportunity to exercise while on duty.
- Fitness manuals focused on different fitness levels would be developed and available at every fire station for reference.
- Every Firehouse would receive at a minimum stair master for their members use while on duty.

An annual evaluation of the program would occur. The following four points would be used to measure the effectiveness of the program:

1. Identify the total the worker compensation costs of doing business, including injuries and cardiovascular diseases for all uniformed members and compare it statistically to the control group. Identify and recognize the factors relating to the costs of doing business, such as obesity, lack of appropriate exercise and age.

2. Evaluate the number of injuries for all uniformed personnel and statistically compare this with members who participate in the program. Special attention will be paid to back, neck and shoulder injuries.
3. If numbers and statistical significance permit evaluate cardiovascular disease risk. This risk increases with age especially over age 45 for males and 55 for females. High Blood pressure, is a primary cause of death in firefighters, and is two times higher when one is obese and might be proven with a group of this size.
4. Evaluate the department's obesity and overweight status. Look at the percent body fat for all members. It is more difficult to maintain ones fitness with age.

The cost of this program is as follows:

58 Stairmaster Aerobic Machines at the cost of $2044.00 for each for a total of	$118,552.00
Consultant Exercise Physiologist to help design and implement program total of	$40,000.00
Cost of recognition awards:	$1000.00
Total cost of program:	$159,552.00

This program initially will require some funding for consultation and equipment needs but will require minimal funding for future fiscal periods once established. The potential to save costs by reducing injuries and cardiovascular illness is significant and might even be demonstrable with this pilot program. Once implemented the members will not be forced to exercise but will insist in on their right to participate in the program.

(This program is based on a wellness and fitness program that is currently being implemented with the Los Angeles Fire Department.)

Nine Metro Cities

Program Comparison

2003

(revised March 1986)

FITNESS PROGRAMS

	Aerobics/ Cardio-vascular (running, stair climb)	Behavioral (stress mgmt, substance abuse)	Diet	Flexibility (Yoga, stretching, push ups)	Medical (physical assessment)	Medical (fitness & rehabilitation)	Physical Training (muscle, weight training)	Safety & Prevention (toxic control, site inspections)
List of Departments								
Calgary, Alberta					X	X		
Dallas, TX	X					X	X	
Fairfax, VA	X	X			X	X	X	X
Los Angeles City	X			X			X	
Los Angeles County	X				X	X		
Phoenix, AZ	X	X	X		X	X	X	X
Portland, OR		X			X	X		X
San Antonio, TX		X				X	X	X
San Diego, CA					X	X	X	X
San Jose, CA	X	X	X		X	X	X	
San Francisco, CA			X		X	WC		X

BREAKDOWN OF LINE OF DUTY MORTALITY CAUSED BY INJURY, ILLNESS OR DEATH

	1995			1996			1997			1998			1999			2000			2001			2002			2003		
	Injury	Illness	Death	Injury	Illness	Death	Injury	Illness	Death	Injury	Illness	Death	Injury	Illness	Death	Injury	Illness	Death	Injury	Illness	Death	Injury	Illness	Death	Injury	Illness	Death
IAFF	55%	45%	36	44%	56%	26	65%	35%	26	64.40%	35.60%	45	61%	39%	41												
Calgary, Alberta																											
Dallas, TX																											
Fairfax, VA												0	277		0	299	130	0	340			165	63	0			
Los Angeles, City																7	18	0	6	19	0	8	10	0	9	4	0
Los Angeles County																											
Phoenix, AZ							←											→	40%	60%	4		25			→	2
Portland, OR										19	0	0	73	4	0	90	1	0	59	9	0	28	11	0			
San Diego, CA																											
San Jose, CA																			←					→	400	278	

Eve H. Diamond
3145 Geary Blvd #336
San Francisco, CA 94118-3316

16 June 2003

San Francisco Fire Department
Attn: Chief Treviño
698 – 2nd Street
San Francisco, CA 94107-2015

Dear Chief Treviño,

I am writing this letter to commend two of your Paramedics/EMTs who assisted my friend this past Friday night, 13 June, 2003.

I believe that the paramedic/EMT's name was Jim Green, but unfortunately I did not get the name of his partner/driver, who was an African-American man.

In order for you to more easily identify them, here is some further information:

- The call came in from my home telephone, 415-668-5103
- The address was 517 - 36th Avenue, #302, San Francisco (above is mailing address)
- The call was made at approximately 8:00pm
- The "patient's" name was Brian Campbell
- We were taken to the emergency department at St. Mary's Hospital, Stanyan St., SF

Not only am I a NERT member, but I also have some medical background and knowledge. Therefore, although I am not an EMT, I am very familiar with such protocols. I found that both gentlemen were extremely professional and knowledgeable at all times, and were also calm, in control and friendly. This especially in the light of the fact that my friend was suffering from, and crying out in agony because of, severe abdominal pain.

They worked together exceptionally well as a team of EMT and driver and did everything they could possibly do to reassure Mr. Campbell…and me, even though I was actually quite calm. In essence, they treated us both respectfully and with concern at all times.

Thank you very much for having such wonderful staff members on your team. It is very reassuring to know that San Francisco's emergency services' personnel are so well trained and professional, yet still able to show their humanity.

Sincerely,

Eve H. Diamond

City and County of San Francisco

Department of Public Health

Mitchell H. Katz, MD
Director of Health

June 12, 2003

Lieutenant Juanita Hodge
San Francisco Fire Department
698 Second Street, Room 118
San Francisco, CA 94107

Dear Lt. Hodge:

On behalf of the San Francisco Department of Public Health, please accept my sincere gratitude for your help with the June 17, 2003 public health emergency practice drill. Your efforts were instrumental in meeting our goal to test our ability to respond to an emergency impacting the health of all San Franciscans. Thank you for your assistance and for your commitment to San Francisco's emergency preparedness.

Please also extend the Department's appreciation to your staff for their help and cooperation.

Sincerely,

MITCHELL H. KATZ, MD
Director of Health

RECEIVED
JUN 24 2003
San Francisco
Fire Commission

San Francisco Fire Department June 23, 2003
Fire Commission
Tania Bauer

Thank you

Dear Tania: I received the SFFD annual Report,greatly Appreciated.Keep up the great job,Your Staff Minute reports are Excellent,you continue to provide a great service to the SF Fire Commission and the Chief of the Department.

Respectfully

John Dellinges
Honorary Captain SFFD
Truck 7

GLeN PARK
FeSTivAL

June 18, 2003

Chief Mario H. Trevino
SAN FRANCISCO FIRE DEPARTMENT
698 Second Street
San Francisco, CA 94107

Dear Chief Trevino:

On behalf of the 2003 Glen Park Festival Committee, I would like to express our sincere thanks for sending Fire Engine # 26 to our annual event. The Fire Department's donation of time helped to make our event a major success. Thank you for your support. The event brought hundreds of people to Glen Park, and allowed us to make donations to Silver Tree Camp and to Friends of the Library, benefiting our Glen Park community.

I have also included a copy of our program, as well as the Glen Park News, which had some fabulous pictures of the Fire Department's appearance.

Thank you again for helping to make this event a success. Your support and confidence in our efforts is appreciated, and your involvement in *community* is shown by your generous contribution. We hope that you will join us again next April for Glen Park Festival 2004.

Sincerely,

Michele Bulen

Michele Bulen
Planning Committee

OFFICE OF CHIEF
RECEIVED
JUN 20 2003
SAN FRANCISCO FIRE DEPT

p.o. box 318134
san francisco, ca 94131
telephone 415 835-2112

SAN FRANCISCO PUBLIC LIBRARY
ACCESS, DISCOVER, EMPOWER

Parkside Branch Library
1200 Taraval Street
San Francisco, CA 94116
TEL (415) 753-7206
FAX (415) 682-9642

April 16, 2002

Administrative Lieutenant Nicole Juratovac
SF Fire Department
FAX 558-3407

Dear Nicole:

The Firefighters from Engine 40 who visited the Parkside Branch Library in June were great. They did a wonderful job of explaining fire safety to 60+ children, most of whom were preschoolers. There were some very entertaining "duck, cover and roll" demonstrations and the children were very impressed with the truck and the talk and delighted with their badges.

Thank you all very much for providing this important education and making so many children so happy.

Sincerely,

Pat Dimmick

Pat Dimmick
Children's Librarian

Fire Administrative Officer@CCSF
07/07/03 03:35 PM

To: Tania Bauer/SFFD/SFGOV@SFGOV
cc: Secretary FireChief/SFFD/SFGOV@SFGOV, Mario Trevino@CCSF, Fire Division03/FIRE/CCSF@CCSF, Fire Station03/FIRE/CCSF@CCSF, Fire Batt02/FIRE/CCSF@CCSF, Raymond Balzarini/SFFD/SFGOV@SFGOV, Ginny O'Shaughnessy/SFFD/SFGOV@SFGOV, Joseph Asaro@CCSF, Mary O'Riordan/SFFD/SFGOV@SFGOV
Subject: Thank you for the ride-along

Tania:

I just received this in my email in-box today. Please ensure that this email is posted in the Fire Commisison Minutes for all to read.

Thank you.

Lt. Nicol P. Juratovac
Chief's Office
558-3403

---------------------- Forwarded by Fire Administrative Officer/FIRE/CCSF on 07/07/2003 15:39 ----------------------

Addam Schwartz <schwartz67@yahoo.com> on 07/07/2003 15:17:23

To: fire_administrative_officer@ci.sf.ca.us
cc:

Subject: Thank you for the ride-along

Dear Lt. Juratovac,

I thank you for giving me the opportunity to have a ride-along at station# 3 on Saturday, June 28th. I had a great time with all of the guys at the station, they were very enthusiastic on showing me all around the station and the engine. They made sure that if I had any questions, that they answered them. It was kinda weird that FF/paramedic Ron Johansen was assigned to station# 3 on that very same day, so I talked with him for a while. It was a lot of fun riding on the engine to calls, I've never done that before so it was definetly an experience that I will remember. Since that day, I'm motivated even more so to become a firefighter! If I'm able to go on another ride-along please let me know, I'm egar to go back! Thank you.

Sincerely,
Addam Schwartz

Schwartz67@yahoo.com
(650) 669-0013 cell#

Do you Yahoo!?
The New Yahoo! Search - Faster. Easier. Bingo.

Tania Bauer
Secretary
San Francisco Fire Commission
698 Second Street
San Francisco, CA 94107
Ph: 415.558.3451
Fx: 415.558.3413
email: tania.bauer@sfgov.org
www: sfgov.org/fire_commission

Mission SRO Collaborative
474 Valencia St. Suite 280
San Francisco, CA 94103
415-864-6432, ext. 311
Mission Agenda, Mission Housing Development Corporation, St. Peter's Housing Committee

FAX TRANSMISSION
558-3324

June 5, 2003

Captain Peter Schembri
San Francisco Fire Department
Division of Fire Prevention & Investigation
698 2nd St.
San Francisco, CA 94107

Dear Captain Schembri,

I just wanted to take a moment to thank you and Inspector Mac Thomas for making the effort to have a representative of your department at Mission Housing's Board of Director's meeting last Tuesday, June 3rd. We understand that you were not able to come because of a previous commitment, but appreciate that you arranged for Inspector Thomas to come, and that he was able to attend and make the presentation. We really appreciated your efforts to increase the awareness of our Board members about the important fire prevention work we are doing in Mission District SROs.

I also would like to take this opportunity to acknowledge and thank Inspector Thomas for the outstanding job he has been doing at the workshops in the Mission District. His commitment to fire prevention, safety, and response was particularly apparent at a workshop a few weeks ago, on May 14th at the Sunrise Hotel, when he made a special effort at the end of the workshop to speak to the tenants who had small children to make sure they had a plan in case a fire were to occur in the building.

Over the last many months of working with Inspector Thomas, he has proven to be an effective educator who develops a good rapport with the tenants and imparts a lot of important information about fire safety. On another occasion, after the workshop at the Prita Hotel on April 26th, I spoke with a tenant who told me that a small fire occurred in a room there the day after the workshop. This tenant reported that, because of the information they had received at the workshop, they were able to extinguish the fire before it got too big, contact the Fire Department, and get out of the building safely before the fire department came and checked out the site.

Because of his educational efforts, we have really appreciated working with Inspector Thomas, and appreciate your and the Department's efforts to maintain this very important program.

Sincerely,

Wendy Phillips

Wendy Phillips, Coordinator
Mission SRO Collaborative

WELDEN & WELDEN
ATTORNEYS AT LAW
264 ARLINGTON AVENUE
KENSINGTON, CA 94707

JACQUES R. WELDEN
DAVID R. WELDEN
ZACH L. OGG (1926-1988)

AREA CODE 510
TELEPHONE 527-5006

REFER OUR
FILE NUMBER

July 2, 2003

Fire Station #3
Att'n: Fire Chief
San Francisco International Airport
San Francisco, CA 94128-0112

Dear Chief:

On Wednesday, June 18th, my husband, Jacques R. Welden, and I were scheduled to fly Northwest to Minneapolis, thence to Rapid City, S.D. My husband has COPD, and we had requested oxygen for the flight. Upon boarding, my husband asked where the oxygen was and was met with blank stares. In a few minutes their supervisor, Ms. Fay Feliciano, came on and told us that there was no oxygen for us, that we had to get off, and that she was having our bags removed, also.

At 6:15 a.m. we were back at the boarding area. My husband had had no oxygen since 3:30 a.m. Although he was not in distress, we were becoming concerned. Ms. Feliciano called the paramedics from Fire Station #3, and Scott Keller responded. Mr. Keller talked with my husband and calmed him. And then, somehow, he managed to obtain two canisters of oxygen from Northwest and got my husband hooked up. He also modified the tank connections so that my husband could use a more comfortable nasal attachment. He was a miracle worker! We were finally able to relax and take a deep breath!!

You should be very proud to have Scott Keller on your force!

Sincerely,

Jacci Welden

(Mrs.) Jacci Welden

Jacques R. Welden

CC: Scott Keller

City and County of San Francisco **Chief Medical Examiner**

June 10, 2003

Chief Robert Navarro
Special Operations –Section Chief
San Francisco Fire Dept.
698 Second St.
San Francisco, CA 94107

RECEIVED
04 JUL 03
BY: Rak

Dr. Boyd G. Stephens, Chief Medical Examiner, and the San Francisco Medical Examiner's Office would like to thank you for your assistance in coordinating the Mass Fatalities Incident Response Course, in San Francisco, CA, from June 2-6, 2003.

The use of the Fire Departments mannequins and 'body parts' were a required addition to our Air Crash Exercise.

We consider it to be a huge success. The training will be invaluable to our first responders in the event of a Mass Fatality Incident.

The course gave us vital information for responding to and recovering from a Mass Fatality Incident. Those attending received added training including, caring for surviving family members of a fatality victim, the emotional and physical well being of the responders to the scenes, the preservation of evidence, and the importance of documentation for the recovery of local, state, and federal emergency compensation funds.

Our staff highly recommends this course to all interested in being better prepared for that unforeseen tragedy that we all pray would never occur.

Sincerely,

Alan K. Pringle

Alan K. Pringle
Chief Investigator
San Francisco Medical Examiner's Office

Hall of Justice • 850 Bryant Street • San Francisco • CA 94103-4603 • Phone (415) 553-1694 • Fax (415) 553-1650
ACCREDITED NATIONAL ASSOCIATION OF MEDICAL EXAMINERS

SHORENSTEIN

50 CALIFORNIA BUILDING

Shorenstein Realty Services
50 California Street
San Francisco, California 94111
415-956-5550
415-391-4861 Fax

June 20, 2003

Chief Mario H. Trevino
San Francisco Fire Department
698 Second St.
San Francisco, Ca. 94107

Dear Chief Trevino:

We would like to thank the San Francisco Fire Department for allowing Lieutenant Fernando Juarez to speak at our annual Floor Warden Training Seminar on June 19, 2003.

The Lieutenant provided valuable information to all attendees in a format that was easy to understand and held the interest of all. We also appreciate Lt. Juarez customizing the Power Point presentation to meet our needs.

We look forward to being able to have the Lieutenant speak at next year's seminar.

Sincerely,

Theresa Krueger
Property Manager

Manuel Moreno
Tenant Administrator

cc: Lt. Fernando Juarez, SFFD

American Red Cross

Bay Area Chapter
85 Second Street, 8th Floor
San Francisco, CA 94105
Phone: (415) 427-8000
Fax: (415) 427-8118

www.bayarea-redcross.org

June 30, 2003

RECEIVED
JUL 07 2003
San Francisco
Fire Commission

Lt. Juanita Hodge
NERT
SF Fire Department
698 Second Street
San Francisco CA 94107

Dear Lt. Hodge:

Thank you for supporting the 31st Anniversary Celebration and Volunteer Recognition Luncheon of the American Red Cross Youth for Chinatown Elderly Program, being held on June 12, 2003, at New Asia Restaurant in Chinatown of San Francisco. I just want to show my gratitude for you in squeezing your time to attend the event. Your presence has showed significant support from the NERT for the program as well as for the YCE youths. I am looking forward to have more collaborative projects with NERT to help keeping the community more prepared. Enclosed are a couple of photos for your album.

Have a nice summer and thank you again for your support.

Sincerely,

Rita Wong
Manager, Youth for Chinatown Elderly &
Chinese Community Preparedness

American Red Cross

Bay Area Chapter
85 Second Street, 8th Floor
San Francisco, CA 94105
Phone: (415) 427-8160
Fax: (415) 427-8118
www.bayarea-redcross.org

Harold W. Brooks
Chief Executive Officer

RECEIVED
JUL 07 2003
San Francisco
Fire Commission

June 20, 2003

Lt. Juanita Hodge
NZRT Fire Department
698 Second Street
San Francisco, CA 94107

Dear Lt. Hodge:

On behalf of the young people in our community, I want to thank you for your gift of $25.00 on June 17, 2003 for the Youth for Chinatown Elderly Luncheon Event to the American Red Cross Bay Area's youth services program. I appreciate your support of our activities.

With your help, we offer a number of youth services in the Bay Area. These help us educate youth in health, safety and disaster preparedness. For example, we host a one-week Leadership Camp in the summer, where youth from around the world get together to learn First Aid and CPR, become certified as instructors in those fields, and learn how to respond to emergency situations. These young people are then able to take leadership roles during a disaster and help their schools, families and friends. They also develop confidence, which helps them in all areas of their lives.

Thank you again for your kindness. It is only with the generosity of people like you that the American Red Cross Bay Area can continue to serve or community.

Sincerely,

Harold W Brooks

Harold W. Brooks

Your contribution, less the cost of the Luncheon ($12.00 per person), is tax-deductible as provided by law. This letter can serve as your receipt for tax purposes.

Allie London
<Allie.London@oracle.com>
07/21/2003 10:10 AM

To: tania_bauer@sfgov.org
cc:
Subject: SFFD Medic #18.

RE: **Medic Unit #18, Regarding: Emergency at Fort Funston to UCSF, July 19, 2003**

Please note:

A very sincere thank you to medics Beth Goudreau and Yvette Ortega of Medic #18 for their outstanding, professional and personable treatment during a very scary time Saturday July 19.

From the moment they came to help me at Fort Funston, to the moment they dropped me at UCSF, I knew I was in good, caring hands. This level of dedication and service should not go unnoticed.

Thank you Beth, Yvette, and SFFD.

Allie London
415-806-9341

Allie.London.vcf

CITY AND COUNTY OF SAN FRANCISCO
SAN FRANCISCO FIRE DEPARTMENT

Mario H. Treviño, Chief of Department
Raymond R. Balzarini, Deputy Chief of Operations
Joseph C. Asaro, Deputy Chief of Administration

698 SECOND STREET
SAN FRANCISCO, CA 94107-2015
Telephone: (415) 558-3400

A total of 77 letters and cards were received from the students at the Cornerstone Academy, 801 Silver Avenue, San Francisco, CA 94131, thanking Lieutenant Rudy Guajardo, Lieutenant Jonathan Low, Firefighter/Paramedic Daniel Peters, Firefighter Thomas Haney and Firefighter Joe Naldo for a fire safety presentation on May 6, 2003. However, all the letters and cards were distributed to the officers and firefighters who participated in the presentation.

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 03-26

MINUTES OF THE FIRE COMMISSION

Special Meeting – Tuesday – August 12, 2003 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

DOCUMENTS DEPT.
JUN 26 2003
SAN FRANCISCO
PUBLIC LIBRARY

1. ON ROLL CALL, the following were noted present:

President Stephen A. Nakajo
Vice President Russell S. Roeca
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

Commissioner Pat Norman was absent because of illness.

Joseph C. Asaro - Acting Chief of Department
Raymond Balzarini - Deputy Chief, Operations

Assistant Deputy Chiefs – Staff:

Gary P. Massetani - Division of Fire Prevention & Investigation
Jane Smith - Division of Emergency Medical Services (Acting)

Chief Officers – Staff:

Marshal Isaacs, M.D. - Emergency Medical Services

Chief Officers – Firefighting Services:

Richard D. Bracco - Division 2
Federico J. Sanchez - Division 3 (Acting)

President Nakajo welcomed those present and asked Commissioner Conroy to chair the meeting.

2. DISCUSSION

Discussion regarding the progress of DPH/EMS and Fire Department merger and possible action on implementing policies and procedures for improving pogress.

Commissioner Conroy stated that this meeting had been called to hear concerns about issues related to the EMS merger, working conditions in the firehouses and other pertinent issues. The Commission has heard a number of complaints brought forward as part of the budget process, accelerated and magnified due to the budget crunch. The Commission

wished for members to come before them to share ideas, thoughts and constructive criticism about different issues and problems.

Commissioner Conroy pointed out that this meeting was only part of the process and that Commissioners will hold individual discussions with members of the Department in order to move forward to resolve some of the disputes, issues and problems. He asked Jane Smith, Acting EMS Chief, to provide a brief overview of the current status of the merger, the average number of ALS Engines per day, and information on response times.

Chief Smith noted that one of the goals of the merger was to increase the number of ALS-capable companies in the system. To achieve this, Paramedics were placed on engines allowing them to arrive at the patient's side sooner than in previous years. The RPRS (Rapid Paramedic Response System) was a pilot study that ended December 2002 and evaluated the Department's capability of increasing the number of ALS vehicles. The RPRS program has been successful because overall response times for arrival of the first ALS capable apparatus has decreased and patients are benefiting from receiving ALS care/treatment sooner.

Chief Smith stated that another goal of the merger was to have a group of uniformed members who are fully cross-trained in fire and EMS skills. Currently, firefighters are completing their paramedic training and paramedics are completing engine and truck training. With completion of both of these trainings, the Department is considering a signup for H3 Firefighter/Paramedics allowing them to bid for permanent spots.

Chief Smith responded to questions from Commissioners regarding the impact of budget cuts on EMS and the elimination of the training center at the Presidium. She pointed out that all EMS personnel would be moving out of the Presidio. Commissioner del Portillo requested that Chief Smith report at the next Commission meeting, the impact of budget cuts on response times and on the quantity and quality of services provided.

Commissioner Conroy wished to know the average number of ALS engines staffed so far for August. Furthermore, he inquired about the average response time for ALS before there were ALS Engines. Commissioner Conroy wished to know the progress that had been achieved and asked Chief Smith if the information could be provided at the next Commission meeting.

Public Comment

Commissioner Conroy requested that anyone giving public comment should refrain from making personal attacks or singling out any particular individuals in a vehement way. He acknowledged that the topic concerns emotional issues and asked that everyone display the professionalism that is so ably demonstrated by the Department. Commissioner Conroy stated that everyone would be allowed four minutes, with the buzzer going off at three warning him or her that they only have one minute left.

Anthony Smerdel reviewed his background for the Commission noting that he was the original EMS coordinator for the Department under four Chiefs and was heavily involved with the EMS merger. Mr. Smerdel stated that he was very supportive of the Department providing ALS paramedic-level skills, transportation and ALS engine companies but it was not working, especially in the downtown area. He believed it to be ineffective and a waste of valuable skills. Mr. Smerdel invited Commissioners to ride-along for 24 hours on Engine 1, Engine 3, Engine 36, or Engine 7 in order to gain a better understanding of what Paramedics and EMTs do on an engine company. In closing, Mr. Smerdel suggested that (1) the concept of one-and-one (one Paramedic and one EMT) ambulances needed to be reexamined and (2) the Department needed to work with the Department of Public Health, and other agencies, to investigate how best to deal with the indigent homeless and find different ways to assist them beyond responding with an engine and ambulance.

Commissioner Nakajo inquired why the cross-training of H2s to H3s had not worked thereby necessitating hiring laterals. Mr. Smerdel responded that he believed the Department made the training too difficult and uninviting and, once cross-trained, everyone wished to work on a fire engine and not on a box (ambulance).

Mark Hayes also invited Commissioners to experience first hand 24hours on an ALS engine. He suggested that Commissioners come by firehouses and talk to firefighters why they believed the merger was not working. He has been numerous times before the Commission for the past seven years letting them know that the merger was not working. Mr. Hays believed that the originally cross-training as a paramedic had a lot of appeal to firefighters since they believed that they could become paramedics and then serve as such in their own home companies. Mr. Hayes noted that this did not happen because training, which should have been full-time for six months, was stretched to eighteen months and firefighters were getting burned out. Even though Local 798 apprised the EMS Administration of the dropout rate, they did nothing to improve this condition. Eventually, the decision was made that it was easier to hire lateral paramedics from the outside and subject them to eight weeks of training, which would qualify them as fully cross-trained, and provide them with some engine and truck rotations. It is only presently that these paramedics are getting some engine and truck time. In closing, Mr. Hays reaffirmed that he believes in the EMS program and that it can be salvaged but it must be more flexible with input from firefighters not only EMS personnel.

Commissioners informed Mr. Hayes that all have been on various ride-alongs, whether ambulances or engines.

George Smith stated that he did not see a need for the EMS merger with the Fire Department since all that had been necessary at that time were more ambulances, with firefighters providing BLS (Basic Life Support) and paramedics arriving on ambulances stabilizing and transporting patients to emergency facilities. He considered ALS engines and one-on-one ambulances all unnecessary since the system in place before the merger worked. Mr. Smith also considered the one-on-one paramedic and EMT configuration for ambulances to be dangerous and a liability to the City and the Department. He explained that often the ambulance is staffed with a rookie EMT and a rookie paramedic, since nobody wishes to be in the box and anyone having seniority can avoid it. Mr. Smith provided an example of less than satisfactory treatment received by a family member during a medical emergency.

Thomas Abbott stated that after seven years of the merger, EMS has presented the Department and the City with a new and improved product, that is, improved response times. Mr. Abbott warned that statistics must be closer examined since they can be misleading. He noted that DPH was poorly funded at that time and if they had been given the amount of money that has been spent on the merger since then, they would have, most probably, an excellent ambulance service. Mr. Abbott believed that currently morale is at an all-time low, whereby previously there were two fairly healthy departments with two specific missions: one was fire and one was medical care. Ambulances provide health care on the streets for the indigent and homeless population of the City. In the 120-year history of DPH, ambulance service was under the hospital. He believes the Fire Department is for fire and rescue and to deal with catastrophies. The two sets of job skills are extremely complicated and totally different. He strongly recommended that the Commission establish a Task Force and re-examine the merger.

Stephen Engler stated that the Department had considerable latitude on what the merger was to accomplish and how to proceed to attain it, and it was contained in the *Phase Two* document, which was rarely used and was not abided by. Mr. Engler noted that in 1996, 370 firefighters expressed an interest in cross-training as paramedics. In the first three academy classes only two people graduated and later only eight total out of the first five classes. He believed that this was indicative of problem with the training but the EMS administration made no changes, and after more time passed, the Department hired lateral paramedics. Mr. Engler believed that more dynamically employed ambulances should be hired for the downtown corridor if it so vital. There is no need for more engines in those crowded streets but what is needed are transport units. He pointed out that before the merger there were approximately eight ambulances on the street at night and currently there are approximately 21 ambulances and 24 ALS engines doing the same job. Mr. Engler does not believe that the job has changed but dispatch has changed dramatically. He encouraged Commissioners to come to the firehouses and ride the ALS engines.

John Choy, President, Asian Firefighters Association, hoped the Commission will proceed to from a task force since at this meeting they heard from concerned employees who are the frontline workers that there are issues that must be addressed. The Asian Firefighters Association has a number of concerns: (1) a lack of ALS engines in predominantly Asian American communities and (2) hiring of lateral paramedics without bilingual skills. He noted that each Department was to have a bilingual program in place and that the Fire Department had bilingual spots on engines. Mr. Choy stated that most of the bilingual spots went unfilled and now have been phased out due to having a paramedic on engine. Mr. Choy again urged the formation of a Task Force so that these various concerns could be addressed.

Colin MacKenzie stated that morale was the lowest since his ten years in the Department and the merger is largely to blame. He cited the following statistics: in a 1992 EMS survey, response time for an ambulance was 11.74 minutes. He does not believe that it is that much better today. Mr. MacKenzie pointed out that the roving ambulances on the street have a response time of about three minutes and many times beat the ALS engine to a call. He believes that part of the problem is the current computer-aided dispatch (CAD) with units responding to small cuts, running out of medication, drunk, bunion, headache, being tired, weakness, feeling sad, flu-like symptoms and feeling sad. He asked whether the Commission considers these to be Code 3 dispatches and, yet, rigs have gone out on every one of them. Mr. Mac Kenzie noted that rigs have gone across town to respond and out of their district due to ALS engines and one-on-one ambulances. He believes that in order to get better response time, more ambulances are needed on the street with two paramedics.

Rachel Atchison wished to address the issue of responding to a large number of indigents and to low acuity calls. She pointed out that it was not the firefighters or paramedics job to determine the quality of the call over the telephone but instead it is better in EMS to plan for the worst-case scenario just as it is in suppression. Ms. Atchison alluded to the lack of H2s cross-training to H3s and believes that there were multiple reason but one that was not mentioned was peer pressure and low respect for the position. She believes that excessive dispatching and sending units far beyond their response area is a result of not having 100% ALS engines. Unless every engine is able to provide ALS medical services, the system has built-in failure and ALS will not work. Ms. Atchinson noted that with the number of suppression responses diminishing, with cuts to public health programs and other City services, the Departments work might shift more into the public service area. It is possibility and the Department must respond appropriately.

Michael Tragesser wished to dispel the misconception that the merger was done with a stroke of the pen. There were numerous meetings in the EMSA reconfiguration period with everyone having an opportunity to provide their best ideas. It was the Chief's responsibility to order the merger to take place. The original cross-training did not scrutinize candidates properly since academic qualifications were necessary and being a medic is not for everyone. Most medics love being in an ambulance but it is humanly not possible to work 24 hours a day, wide awake, running ten to twelve calls day and night every three days. Mr. Tregesser believes that two paramedic ambulances would bankrupt the system quickly and would increase the ALS response time. He noted that previously an improved response time of seven minutes was good but with ALS engines it currently only five minutes. Mr. Tregesser pointed out that brain damage starts in four minutes when there is no oxygen supply to the brain and an improvement of two to five minutes is a question of life or death to a patient that can not breathe. He believes that four minutes should be the Department's goal for ALS responses and this could be achievable with just five more ALS engines. Mr. Tregesser emphasized that a patient can not be taken to the hospital until he is stabilized and medical services provided within minutes and this can only happen when all engines in the city are ALS all engines are ALS.

Commissioner Roeca stated a considerable amount of work has gone into developing the EMS program that is currently in place, and it has been the Commission's policy to go forward with the ALS engine program. Commissioner Roeca himself wanted to know how the program is progressing. He plans to pick up on the invitation to ride on ALS engines. During a visit to the Communications Center, he watched when calls came in when no one was available with paramedic capacity. This was before the ALS system was fully implemented. He noted that he has been with Commissioner Nakajo to the Airport and on ride-alongs on engines. Commissioner Roeca stated that he wanted the Task Force to come together collectively and constructively to make change happen. He is aware of the drop in claims against the department and because the response times have fallen lawsuits have fallen. It was expensive item, not to mention the tragedies to those who lost loved ones. The Commission is aware that emergency medical services is a core function of this Department and to this end, he wishes everybody to work together, and that there be no mentions of turf wars in newspapers about this Department. In closing Commissioner Roeca looked forward to working with the Commission, the members and the public to improve the Department.

Commissioner Nakajo voiced his appreciation of everybody's participation since this was an excellent method for the Commission of obtaining information from the members and will take into account what has been said at this meeting.

Commissioner del Portillo stated that she was interested more in ideas of how the Commission can make the situation better rather than in past history because the past is done and can not be altered. Commissioner del Portillo was interested in the point brought forward that if the Department does not become part of the inevitable change, change would be imposed on it. She would like to hear from members regarding what the Department should be doing to enhance its services and its image in the community.

Commissioner Conroy thanked everyone for their attendance and participation. He noted that he heard comments about statistics and hoped that they were available to the Commission. Commissioner Conroy invited those individuals, who wished to provide further input, to communicate through the Secretary via email since he would appreciate more input. She forwards everything to the Commission and the Commissioners read everything that is sent.

Commissioner Conroy stated that he would continue to talk to individuals and to organizations and to bring this information back to the Commission. He noted that even though there was no mention made at this meeting of the anonymous communications that the Commission had received, he will pursue those issues as well. Commissioner Conroy looked forward to continuing to work with the members of the Department in the future.

3. PUBLIC COMMENT

There was no public comment.

4. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 5:15 p.m.

Tania Bauer
Secretary

To: San Francisco Fire Commission
From: Storti, William O., A/Lt, Assignment Office

In my time in the assignment office I have had the chance to see how the department gathers, analyzes and applies statistics. To say the least, there is drastic room for improvement. The debate on EMS configurations can not even begin until the department improves and standardizes its use of statistics. Parties on all sides of the issue gather and analyze data and statistics improperly and use them to draw conclusions supportive of their own agenda. Until the Department has the ability to gather and analyze statistics in an independent and professional manner using standardized methods and techniques, any decisions based on these statistics will lack credibility and lead to more dissension. In the short term, the Department should establish a small, independent workgroup to gather and analyze statistics for the discussion on EMS configurations. In the long term, the establishment of an independent research and development department should be pursued.

I am available any time for questions or suggestions on how the Department can improve in the area of statistics. Please contact me in the assignment office . I am currently pursuing my master's degree in mathematics and have some background in statistics.

Thank you for your consideration

A/LT William Storti

A/Lt Bill Storti
Assignment Office Officer

Good afternoon Commissioners,
My name is Rachael Atchison and I am a firefighter/paramedic. I'd like to speak to you about some concerns I have regarding EMS in our department.

Working relations in the Fire Department have been very strained since the merger of the SFFD and the DPH paramedic service in 1997. The merger has been fraught with many problems including workload, scheduling, cultural differences and a slow integration process. Our own labor union has consistently tried to cripple the EMS function of the department. Until recently they have been resistant to hiring paramedics and we have continued to hire class after class of single function firefighters. Where that leaves us today is with a small group of paramedics doing the bulk of the work in the department. Over 70% of all our responses are to requests for medical aid.

The SFFD administration as well as the International Association of Fire Fighters has recognized that the fire service must move into the broader realm of public service. More and more, departments throughout the nation are providing emergency medical services in addition to fire suppression. The union and many members of our department continue to use "tradition" as a reason for not embracing EMS.

As you know, the level of care that a paramedic can provide to citizens is much higher than that of an EMT and is truly "life saving". We are able to intubate patients when they are not breathing, administer medications and perform many other procedures which if delayed result in brain injury, death or other bad outcomes. This work is time critical and is why paramedic capability is so important on our engines, which are able to arrive far more quickly than ambulances. We are also DUAL FUNCTION employees and fight fires as well!

The decision was made last year to place paramedics on some of our engines, but instead of advancing this important program, moves have been made to reduce this capability in the guise of cost savings. Local 798 has stated that the reductions reflect the desire to decrease overtime, however daily hiring of firefighters on an overtime basis continues. The cost savings in this are small, and in no way justify the loss of service. The reason this paramedic staffing would currently be overtime is due in large part to past hiring practices (as I mentioned previously).

The number of actual fires is on the decrease. EMS responses have risen and may continue to do so, especially with the recent cuts to public health care and other city services. I think that if the people of San Francisco were fully aware of the situation they would not choose to limit the RPRS program. I think they would want a paramedic on their neighbohood engine. It seems clear to me that 'tradition' is harming our department by not responding to the changing role of fire service in this day and age.

It's no secret that there has been some disharmony between paramedics and firefighters, but I believe that working together on the same apparatus would go a long way towards improving teamwork and service. To that end I would hope the Fire Commission and management realize the necessity of hiring paramedics in the future.

August 12, 2003

Honorable Fire Commissioners and Chief

I will get straight to the point. There are approximately 2000 employees in the San Francisco Fire Department. Ninety percent of us get along just fine ninety percent of the time. Anyone who believes that 2000 people who work together will always get along and be best friends is delusional. The fact is that the overwhelming majority of us get along just fine, and work together just fine most of the time.

Since before the merger there have always been a certain number of individuals (small in number) that were unhappy with their jobs. After the merger the Fire Department inherited a number of very valuable employees from DPH, and also inherited the "problem children" from DPH. Soon after the merger the Presidio and Fire Department Administration unfortunately believed that hiring laterals from across the United States would be the answer to the problems being faced. Obviously they were wrong. The laterals, like the Fire Department and DPH, brought with them a majority who get along just fine, but they also brought people who were dissatisfied at their old jobs, and are still dissatisfied in San Francisco.

The same dozen or so people are still the ones constantly filing dubious complaints that lower Department morale and cost untold sums of money. These same people send in anonymous complaints, spread false rumors, and make outlandish accusations at every opportunity. They live by the saying that if you throw enough *** against the wall, something is bound to stick.

These malcontents are unhappy with life in general and use the Fire Department to take out their frustrations. These people have always been unhappy, and continue to be unhappy even when things they complain about work out in their favor. These dozen or so constant complainers are a cancer that needs to be removed. There are over forty Firehouses, numerous Engines, Trucks, and ambulances (both in the Firehouse and out), these people *should* be able to find a spot that makes them happy. But, they can't, so, instead, they try to punish everyone and bring everyone down to their miserable level.

The bottom line is this: There should be no reason for a meeting such as this to occur. The fact that a dozen or so unhappy individuals can bring an entire Fire Department to its knees by constantly filing dubious complaints is ludicrous. **If the same people keep having problems no matter where they work, then, obviously, the problem lies with those individuals, *NOT* with the majority of people who are getting along just fine.** The real problems don't lie within certain Firehouses, or with certain groups, the problems all lie with the same few malingerers.

The real problem is, there isn't a problem. These people just invent some, and the Commission, the Administration, and the Chief believe them. Sad.

Sincerely,

Mark Sikora
Proud Member of Station 3
1067 Post St.
San Francisco CA, 94109

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 03-28

28/03

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – August 28, 2003 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

DOCUMENTS DEPT.
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1. ON ROLL CALL, the following were noted present:

President Stephen A. Nakajo
Vice President Russell S. Roeca
Commissioner Paul A. Conroy

Commissioner Pat Norman was excused because of illness, and Commissioner Carlota del Portillo was excused for business reasons.

Joseph C. Asaro - Acting Chief of Department

Assistant Deputy Chiefs – Staff:

Joanne Hayes-White - Division of Training
Paul D. Jones - Division of Support Services (Acting)
Gary P. Massetani - Division of Fire Prevention & Investigation
Jane Smith - Division of Emergency Medical Services (Acting)

Chief Officers – Firefighting Services:

Audry Lee - Division 2 (Acting)
Johnny R. Lo - Division 3

2. APPROVAL OF THE MINUTES

Special Meetings of July 31,2003, and August 12, 2003.

Commissioner Roeca moved and Commissioner Conroy seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through J) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and would have been acted upon by a single roll-call vote of the Commission. At the request of John Darmanin, President Nakajo directed that all items be removed from the Consent Calendar and treated separately.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during July 2003.

Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during June 2003.

Physician's Reports

Submitting biweekly reports of Fire Department Physician concerning disability injuries, July 5 through July 18, 2003, and July 19 through August 1, 2003.

Commissioner Roeca moved and Commissioner Conroy seconded.

Public Comment

John Darmanin believed that it would be helpful for the public, as well as members of the Department, to be able to review the monthly reports from the Divisions of Fire Prevention and Training and the Physician's reports prior to the meeting and to attest to their accuracy.

There were no further questions or discussion and Item A was unanimously approved.

B. Appointments

Reporting the following PERMANENT appointment effective *MAY 12, 2003*:

7388 Utility Plumber

Russell D. Yuen

Reporting the following TEMPORARY EXEMPT appointment effective *AUGUST 11, 2003*:

1220 Payroll Clerk (rehire)

Fanny Q. Lee (vice: Sue Peirano, on leave)

Return to Former Classification

Reporting that the following members have been returned to their permanent position as H2 Firefighter, effective August 2, 2003:

H18 Coordinator of Community Services Fernando R. Juarez
H16 Technical Training Specialist Jeffrey Wong

Commissioner Conroy moved and Commissioner Roeca seconded.

Public Comment

John Darmanin pointed out that the section name is misleading since the two listings under it are actually not appointments but are *demotions* to their former classifications.

There were no further questions or discussion and Item B was unanimously approved.

C. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Bradford, Garry L.	H39 Captain, DOT	Service	Jun. 28, 2003
King, Alexander M.	H30 Captain	Service	Jul. 12, 2003
Andersen, Robert C. Jr.	H28 Lieutenant, DOT	Service	Jul. 15, 2003
Ames, Richard	H20 Lieutenant	Service	Jul. 25, 2003
Carvajal, John J.	H20 Lieutenant	Service	Jul. 07, 2003
Roberts, Douglas P.	H20 Lieutenant	Service	Jun. 28, 2003
Skain, Patrick M.	H20 Lieutenant	Service	Aug. 01, 2003
Hystad, William J.	H2 Firefighter	Service	Jul. 25, 2003
Wall, Austin A.	H2 Firefighter	Service	Jun. 28, 2003

(Retirement Certificates will be presented at a Fire Commission meeting in November)

Commissioner Roeca moved and Commissioner Conroy seconded.

Public Comment
John Darmanin implied that the listings in this section have not been consistent as to the rank of the retiring member, in terms of whether it was the member's permanent classification or a *like work like pay* rank.

There were no further questions or discussion and Item C was unanimously approved.

D. Suspension

Reporting suspension of the following:

No./Rank of Members	*Unit*	*Days*	*Dates*	*Violation of*
1 H30 Captain	Engine 28	2	08-03-03 thru 08-04-03	Sec. 2004 (Restricted Passengers)

Commissioner Roeca moved and Commissioner Conroy seconded.

Public Comment
John Darmanin wished to know why the names, which had been previously given along with a description of the violation and the dates of the suspension, did no longer appear, and whether this was at the request of the City Attorney or not.

There were no further questions or discussion and Item D was unanimously approved.

E. Resignation

Submitting resignation of 1820 Junior Administrative Analyst Robert Monroe, effective August 11, 2003. (Resigned in order to accept Permanent 1840 position at SFUSD. Approximate length of service – 1-1/2 years.)

Commissioner Roeca moved and Commissioner Conroy seconded.

Public Comment
No public comment.

There were no further questions or discussion and Item E was unanimously approved.

F. Leaves of Absence

Submitting requests for leaves of absence with pay for the following:

Captain James Lee, Division of Support Services, and Firefighter Paul Barry, Bureau of Equipment, for three days, August 4 through August 6, 2003, in order to visit Pierce Manufacturing, Inc., in Appleton, Wisconsin. There is no cost to the Department; all expenses will be paid by Pierce Manufacturing. Captain Lee will not be replaced; Firefighter Barry will be replaced for one watch.

Special Operations Section Chief Robert Navarro, EMS Division, for four days, August 25 through August 28, 2003, in order to attend the Incident Response to Terrorist Bombings – Operations, presented by the Office of Domestic Preparedness in Socorro, New Mexico. There is no cost to the San Francisco Fire Department. Transportation, lodging, training costs and materials will be paid by the Office of Domestic Preparedness. Section Chief Navarro will not be replaced.

Investigator Mary Carder, Bureau of Fire Investigation, for 13 days, September 7 through September 19, 2003, in order to attend a training class entitled *Advanced Cause and Origin Courtroom Techniques*, presented by the Bureau of Alcohol, Tobacco, Firearms and Explosives at the Federal Law Enforcement Training Center in Glynco, Georgia. The cost for this training is included in the 2003-04 budget. Investigator Carder will be replaced with BFI office/vacation relief personnel.

Junior Administrative Analyst Rebecca Weiss, for one day, August 18, 2003, in order to attend the California State Fair in Sacramento, California. There is no cost to the City. Ms. Weiss will not be replaced.

Dorothy Teupel of the Clothing Depot, for five days, September 24 through September 28, 2003, in order to attend the Lion's Apparel Personal Protection Council in Palm Springs, California. There is no cost to the San Francisco Fire Department; all expenses will be paid by Lion's Apparel. Ms. Teupel will not be replaced.

Commissioner Roeca moved and Commissioner Conroy seconded.

Public Comment
John Darmanin noted that numerous times the leaves were posted retroactively and he believed this to be confusing to the general public.

There were no further questions or discussion and Item F was unanimously approved.

G. Leaves of Absence with Pay

Submitting requests for leaves of absence with pay for the time period from May 2003 through December 2003 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	1222 Sr. Payroll/Personnel Clerk	36
1''	7388 Utility Plumber	13
20	H2 Firefighter	442
3	H3 Firefighter/Paramedic	60
1	H4 Fire Inspector	60
1	H6 Fire Investigator	38
1	T/H20 Lieutenant	38

4	H20 Lieutenant	38
1	H30 Captain	6
	Total number of Days with Pay	731

Submitting requests for intermittent leaves with pay for the time period from May 2003 through September 2004 for the following:

1	1426 Senior Clerk Typist	Jun. 28, 2003 – Dec. 28, 2003
1	H2 Firefighter	Jul. 01, 2003 – Jul. 01, 2004
1	H2 Firefighter	Aug 15, 2003 – Jul. 01, 2004
1	H2 Firefighter	Sep. 01, 2003 – Sep. 01,2004
1	H2 Firefighter	Jul. 15, 2003 – Jul. 15, 2004
1	H2 Firefighter	Aug. 03, 2003 – Aug. 02, 2004
1	H2 Firefighter	Jul. 13, 2003 – Jul. 13, 2004
1	H2 Firefighter	Jul. 06, 2003 – Jul. 06, 2004
1	H2 Firefighter	Jul. 28, 2003 – Dec. 30, 2003
1	H3 Firefighter/Paramedic	May 07, 2003 – May 06, 2004
1	H3 Firefighter/Paramedic	Jun. 19, 2003 – Jun. 19, 2004
1	H3 Firefighter/Paramedic	Jul. 21, 2003 – Aug. 11, 2003
1	H3 Firefighter/Paramedic	Aug 13, 2003 – Jan. 30, 2004

Commissioner Conroy moved and Commissioner Roeca seconded.

Public Comment
John Darmanin wished to know if the Commission had the criteria that is used for approval of these leaves since his own and others have been denied that seemed identical to the ones that were approved.

There were no further questions or discussion and Item G was unanimously approved.

H. Leaves of Absence without Pay

Submitting requests for leaves of absence without pay for the time period from May 2003 through October 2003 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	A/H4 Inspector	100
	Total number of Days w/o Pay	100

Commissioner Conroy moved and Commissioner Roeca seconded.

Public Comment
John Darmanin suggested that the reason for these leaves should be given, such as, personal, family, medical, etc., if it would not breach confidentiality.

There were no further questions or discussion and Item H was unanimously approved.

I. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Truck 10	02-3-208	5/22/03	613	A	File
Cause: While returning from an incident, Trk 10 clipped the mirror of a parked civilian vehicle					
Truck 8	02-3-209	5/22/03	623	A	File
Cause: Misjudged clearance (tiller) - While returning to quarters, the trailer of Trk 8 struck a parked civilian vehicle					
BFP	02-3-210	5/22/03	273	B	Bill
Cause: While parked in front of Headquarters, BFP vehicle was struck by a Greyhound bus making a right turn					
Engine 12	02-3-211	5/23/03	532	A	File
Cause: Misjudged clearance - While returning from an incident on Lower Terrace, Eng 12 struck an illegally parked vehicle					
Truck 16	02-3-212	5/24/03	614	A	File
Cause: While backing into quarters, Trk 16 realigned and struck tiller window against doorway; spotters were posted					
Engine 22	02-3-213	5/25/03	504	A	File
Cause: While conducting hydrant inspection along narrow street, Eng 22 clipped the mirror of a parked civilian vehicle					
Engine 2	02-3-214	5/25/03	529	A	File
Cause: While responding to a street box, Eng 2 clipped the mirror of a parked tour bus					
Medic 15	02-3-215	5/25/03	723	C	File
Cause: While transporting patient to UC hospital, Medic 15 attempted a U-turn without lights or siren and, not having gained control of intersection, struck a moving vehicle					

Truck 7	02-3-216	5/27/03	620	A	File
Cause:	While responding with red lights and siren and making a left turn, Trk 7 struck a civilian vehicle stopped in the intersection				
Medic 38	02-3-217	5/29/03	744	C	File
Cause:	While backing out of emergency bay, driver of Medic 38 backed into a Muni bus due to other medic not acting as spotter				
Medic 10	02-3-218	5/30/03	732	C	File
Cause:	While attempting a left turn into quarters, Medic 10 failed to anticipate other vehicle's movement and was struck on the left front				
Medic 1	02-3-219	5/24/03	716	B	Bill
Cause:	While parked at an incident, Medic 1 was struck by a civilian vehicle changing lanes				
Truck 48	02-3-220	6/1/03	608	B	Bill
Cause:	While driving on a narrow road on Treasure Island, Trk 48 was lightly struck by a civilian vehicle				
Engine 37	02-3-221	6/4/03	580	A	File
Cause:	While returning to quarters, Eng 37 struck a ladder strapped to the top of a parked van				
Medic 7	02-3-222	6/4/03	734	A	File
Cause:	While backing into quarters, Medic 7 struck partially open apparatus door				
Engine 40	02-3-223	6/6/03	507	B	File
Cause:	While exiting quarters, Eng 40 struck gas pump door that had fallen off the pump				
Engine 13	02-3-224	6/6/03	524	A	File
Cause:	Driver inattention - While pulling away from the curb, Eng 13 struck the side of a stopped civilian vehicle				

Rescue 1	02-3-225	5/30/03	869	B	Bill
Cause:	While parked at an incident, Res 1 was struck by a passing civilian vehicle				
Battalion 5	02-3-226	6/5/03	924	B	Bill
Cause:	While parked, Batt 5 was struck by a civilian vehicle				
Engine 5	02-3-227	6/8/03	535	B	Bill
Cause:	While making a right turn at an intersection, Eng 5 was struck by a civilian vehicle				
Truck 12	02-3-228	6/11/03	624	A	File
Cause:	Tiller error - While turning, tiller operator did not correct in time causing the trailer to strike a parked civilian vehicle				
Medic 1	02-3-229	6/11/03	721	B	File
Cause:	Hit and run - While responding and backing into a parking space, Medic 1 was struck by a civilian vehicle which fled the scene				
Engine 6	02-3-230	6/12/03	530	A	File
Cause:	Misjudged clearance - While responding to an incident and positioning near a hydrant, Eng 6 struck a stopped civilian vehicle				
Engine 7	02-3-231	6/13/03	0	A	File
Cause:	Misjudged clearance - While backing into quarters, Eng 7 struck side of door, breaking driver's side mirror				
Medic 36	02-3-232	6/13/03	733	A	File
Cause:	Misjudged clearance - While travelling on Gough Street, Medic 36 struck a traffic warning sign that was protruding into the traffic lane				
Medic 10	02-3-233	6/14/03	0	B	File
Cause:	While returning to quarters, Medic 10 was struck by a bicyclist who left the scene				

Engine 18	02-3-234	6/16/03	595	A	File
Cause:	While turning right, Eng 18 struck a parked civilian vehicle				
Truck 1	02-3-235	6/18/03	631	A	File
Cause:	While positioning apparatus to back into station, the trailer section struck a double parked limousine				
Engine 14	02-3-236	6/18/03	528	C	File
Cause:	While responding with red lights and siren, Eng 14 slowed but did not stop at an arterial, did not gain control of the intersection, and thereby striking a Muni bus that was in the intersection				
Medic 3	02-3-237	6/21/03	735	A	File
Cause:	While transporting patient, Medic 3 struck a low overhang of the main walkway at St. Mary's Cathedral				
Engine 28	02-3-238	6/22/03	540	A	File
Cause:	While positioning apparatus to back into quarters, Eng 28 struck a parked civilian vehicle				
Engine 34	02-3-239	6/23/03	593	A	File
Cause:	While exiting Station 14 and turning right, Eng 34 struck BOE vehicle which was refueling				
Medic 43	02-3-240	6/24/03	736	A	File
Cause:	While returning from a unit dispatch, Medic 43 struck the mirror of a parked civilian vehicle				
Truck 1	02-3-241	6/25/03	631	A	File
Cause:	While returning from a medical response, Trk 1 struck the side mirror of a parked civilian vehicle				
Battalion 2	02-3-242	6/25/03	0	A	File
Cause:	While responding to an incident, and backing up, Batt 2 struck a parked civilian vehicle				

BOE	02-3-243	6/26/03	971	B	Bill

Cause: While stopped at a signal, BOE van was rear ended by a taxi

Support Services	02-3-244	6/27/03	275	B	File

Cause: While parked in front of Headquarters, department vehicle was struck by a civilian vehicle which left the scene

Engine 40	02-3-245	6/30/03	507	A	File

Cause: Misjudged clearance - While returning from battalion drill and travelling on 19th Avenue, Eng 40 moved to avoid a double tanker in an adjoining lane and struck a parked civilian vehicle

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

Commissioner Roeca moved and Commissioner Conroy seconded.

Public Comment

John Darmanin wished the Department to be more proactive in order to reduce the number of accidents. He suggested that an EVOC (Emergency Vehicle Operation Course) course should be purchased, even with the current budget restrictions in place it would save money in the end.

There were no further questions or discussion and Item I was unanimously approved.

J. Communications Received by Commission

The following communications have been received by the Commission from July 17, 2003 through August 21, 2003:

1. From James Corrigan, regarding outrageous salaries which include overtime paid to members of SFFD's Bureau of Assignments and suggesting an investigation by District Attorney. Copy: each Commissioner, Chief of Department and Deputy Chief, Administration.

2. From Joseph Moriarty, Vice President, San Francisco Firefighters Local 798, requesting the Commission's support for an Administrative Hearing for Firefighter Boreen. Copy: President, Fire commission, Counsel to the Fire Commission and Deputy Chief, Operations.

3. From Petra Johnson, referring to recent incident in Bay to Breakers race where an ALS Engine could have made the difference between life and death. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

4. From George Smith, SFFD Firefighter, regarding less than satisfactory treatment of a family member received from an inexperienced one Paramedic/one EMT ambulance crew during a medical emergency. Copy: each Commissioner, Chief of Department, Deputy Chief, Operations and SFFD Medical Director.

5. From Hadley Roff, former member and President of the Fire Commission, praising the care and consideration given him by the members of Medic 38 and Engine 16 when he recently took an unexpected fall. Copy: each Commissioner, Chief of Department, Deputy Chief, Operations and SFFD Medical Director.

Commissioner Roeca moved and Commissioner Conroy seconded.

Public Comment
John Darmanin wished that the all of the communications listed in this section would be made available to the public instead of just the brief description. He commended the Secretary for being very cooperative and providing documents on the first request when possible.

There were no further questions or discussion and Item J was unanimously approved.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted six letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department Mario H. Treviño on monthly status of department personnel, equipment and apparatus for July 2003.

Joseph Asaro, Acting Chief of Department, informed the Commission that the he had nothing further to add to the report already submitted.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. FY 2003-04 Annual Statement of Purpose [Second Reading]
(Cont'd from Meeting of 07-31-03)

At the request of Commissioner Roeca, the item was removed and will be revised and re-introduced at the meeting of September 11, 2003

D. Retirement Certificate

Reporting Award of Honorable Service to the following member:

	Type of Retirement	*Years of Service*	*Retirement Date*
Captain Kevin T. Walsh	Service	29	May 02, 2003

Chief Asaro presented the certificate to Captain Kevin Walsh. He pointed out that Captain Walsh had joined the Department in March of 1974 and was a member of the 49th class. He had spent his first probationary period on Truck 5 and his engine probationary period on Engine 10. He spent the next 12 years at Station 7 – one of the busier firehouses in the city. He was appointed lieutenant in June of 1998 and a few years ago he started going out as a captain on a regular basis. He retired after 29 years of service as a captain.

Captain Walsh stated that 29 years had flown and it seemed that only yesterday he had joined the Department. He introduced his wife Teresa, his daughter and his sons and noted that he had actually married into the Department. Mrs. Walsh's grandfather had joined the Department in 1915 and retired in 1943, with other family members joining the Department over the years. He hoped that his sons, who are on the current cadet list, will continue this long family tradition.

E. Special Presentation – Implementation Plan of FY 2003-04 Budget Cuts

Impact and implementation of budget cuts on Operations, by Raymond Balzarini, Deputy Chief, Operations, and Impact and implementation of budget cuts on Administration, by Joseph Asaro, Deputy Chief, Administration, was moved to the meeting of September 11, 2003.

Overview of FY 2003-04 Budget Christine Ragan, Chief Financial Officer

Ms. Ragan provided a comprehensive overview of the final FY 2003-04 budget, which had been passed in the beginning of August and finally signed by the Mayor. She explained that in presenting the final budget to the Commission she used, as basis of comparison, the proposed budget that the Department had prepared in order to maintain services and comparing it to what the Department had been finally allocated.

Please note: Ms. Ragan's presentation is attached to the minutes

5. PUBLIC COMMENT

Kevin Smith, President, San Francisco Black Firefighters Association, reiterated the issue of alcohol use in the firehouses that he had previously raised in his correspondence to Fire Commission. Mr. Smith suggested that an independent agency undertake the investigation in order that alcohol issue may be eradicated from the fire service. He hoped that the Fire Commission would commit itself to addressing this problem and, also, others that have recently surfaced.

John Darmanin requested that diligent oversight should be used over the payroll practices in the Department. He believes that the CFO has made decisions contrary to standard practices in accounting. Mr. Darmanin examplified this when he was shorted $300 on a payroll check for hours that he had worked and it took over two years to resolve the problem.

Michael Tregasser wished to correct the use of the term "fire people" and "medical people" that appeared in a recent issue of the Independent as a quote by Commissioner Conroy. Mr. Tragesser believed that more accurate terms should be used, such as H2 Firefighters and Suppression officer ranks and Firefighter/Paramedic and EMS managers and physicians. *(Note: public comment statement attached to minutes of this meeting)*

Ken Smith stated that he and members of his station (Station 5) have not seen any drinking on their watch. He believes that when statements are made regarding drinking in the firehouses, they must be specific and detailed, otherwise they are harmful and negatively affect everyone in the Department. Mr. Smith resents the suggestions and innuendos that have been made that make firefighters and paramedics appear as drunks and having brawls in the firehouses. Furthermore, the individuals making these accusations must step forward and deal with the issue as they see it happen, especially if they are lieutenants and captains.

Kevin Smith (insisting that he did not use his full allotted five minutes as a representative of an employee organization, was granted two minutes by the President) wished to re-emphasize the extremely serious problem of drinking in the firehouses, maintaining that it is not an allegation, and that it permeates throughout the Department. He believes that the situation should be addressed, head on, and eradicated. Furthermore, if the drinking issue can be resolved then other issues, such as discipline and the conduct of investigations, can be dealt with.

Commissioner Conroy wished to re-emphasize that the Commission takes the allegations of drinking in the firehouses very seriously. The problem is that there are no specifics, no names and no dates, associated with these broad and vague allegations. Neither the Commission nor the Department can address these problems unless it is sufficiently informed so that it can act. Commissioner Conroy found no drinking at a firehouse, when he unexpectedly dropped in before dinner in response to an open invitation from the captain of that house. He hoped that if there were incidents of drinking taking place that they would be brought forward to the Department for investigation or the Commission, if there was doubt about a proper investigation.

Commissioner Roeca reaffirmed the Administration's and Commission's zero-tolerance policy on alcohol. He believes that due to the stressful position that firefighters and firefighter/paramedics hold, they may succumb to alcohol. He stressed that alcoholism was a disease and members are obligated to assist those who become sick. Drinking can not be tolerated in the firehouses, even casual drinking, and it is reprehensible that officers would allow it. Commissioner Roeca also unexpectedly dropped in at Station 1 and found no drinking. In addition, he wished to thank Medic 1, where he spent five hours this past Monday on the ambulance and which was running the whole five hours.

Commissioner Roeca encouraged everyone to work together as a team because the goal was the same for everyone, and that is, to provide the best possible service to the community even in this financially most difficult time. He stated that that the option is to work together as a team or to become ever more vulnerable to budget cuts and other measures.

Commissioner Nakajo re-iterated that the Commission encourages public comment and thanked members who came to the meetings to voice their concerns. He assured them that the Commission does hear and take note of their comments.

Commissioner Nakajo noted that his and Commissioner Roeca's terms would be over in January when a new Mayor takes office. He did not wish to leave unresolved problems for a new Commission, such as the use of alcohol in the firehouses. Both the Commission and the Administration support the zero-tolerance policy, and the Commission has full confidence in the Administration and in the investigations that are under way. Commissioner Nakajo acknowledged that the Commission and the Department have a responsibility to provide the best service they can to the citizens of San Francisco. He firmly believes that the men and women of the Department, who attach such pride and dedication to their jobs, will not fail to do so.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:15 p.m.

Tania Bauer
Secretary

OVERVIEW OF THE 2003-04 APPROVED BUDGET

Many changes occurred from the time of submission of the proposed budget to the final budget approved by the Board of Supervisors. This information is provided as a way to follow the changes made from the time of submission to the final approval by the Board of Supervisors.

It should be noted that from the time of submission, the City renegotiated the contracts for city employees including Firefighters Local 798 to have employees pick-up the retirement costs of 7.5%. This represented approximately $10 million to the General Fund and $11 million in reductions to the overall Department budget.

Comparison of Original Budget Proposal and Final Approved Budget

To provide a comparison of total funds requested to the final budget, the following tables have been assembled to show the differences in what would have been needed to maintain services and what was finally approved. The original budget request included the funds needed for the retirement pick-up and included the hiring of 64 new firefighters. The changes to both the salary items and to the non-salary items are detailed in this report.

Original Department Proposed 2003-04 Budget

Expenditure	Total	General Fund	Airport	Port
Salaries and Fringe	$206,089,202	$193,403,273	$11,148,192	$1,537,737
Non-Salary	31,135,094	30,517,831	181,500	435,763
Recoveries	(4,475,612)	(4,475,612)	0	0
Total Base Budget	**$232,748,684**	**$219,445,492**	**$11,329,692**	**$1,973,500**

Capital equipment requests and capital and facilities maintenance requests were not included as part of the baseline. Additional information concerning these requests was provided in the Proposed Department budget in February.

San Francisco Fire Department 2003-04 Final Budget

Final Approved 2003-04 Budget

Expenditure	Total	General Fund	Airport	Port
Salaries and Fringe	$184,631,811	$172,660,545	$10,547,834	$1,423,432
Non-Salary	29,142,935	28,691,432	181,500	270,003
Recoveries	(7.640,923)	(7.640,923)	0	0
Total Base Budget	**$206,133,823**	**$191,755,288**	**$10,729,334**	**$1,693,435**

These figures do not include facilities maintenance and capital equipment amounts approved in the final budget. These items are outlined in a separate section.

Expenditure	Total	General Fund	Airport	Port
Net Change From Proposed	**($26,614,861)**	**($27,690,204)**	**($600,358)**	**($280,065)**

Recoveries

The increase in recoveries is directly related to the funding of AWSS/Pump Stations operations by the Public Utilities Commission including the capital expenditures for these facilities.

Section	Subobject	Description	Final
Operations	08799	Funding for TI St. 48I	($5,054,001)
Administration	08699	Funding from ECD	($388,016)
Fire Prevention	086BI	Funding from DBI	($124,256)
AWSS/Pump Stations	086UW	Funding from PUC/Water Dept.	($2,074,650)
		Total Recoveries	**($7,640,923)**

Revenues

There were changes to the projected revenue associated with the Fire Department. In particular, the Public Safety Sales Tax revenue was decreased based on the reductions in the State budget. The 0.5% Public Safety Sales Tax was approved by voters in 1993. This tax is collected by the State Board of Equalization. The State Board then disburses these funds to counties based on a ratio of county sales taxes to statewide sales taxes from the prior year. The City and County splits these revenues evenly between Fire and Police.

San Francisco Fire Department 2003-04 Final Budget

Although there are declines in the Public Safety Sales Tax, the Departmental revenue projections were increase by $138,400 in Fire Prevention and $250,000 has been allocated in revenue from the Department of Building Inspection which is a new revenue source for the Department. Additionally the sale of Old Fire Station 1 (Jessie Street) was not completed within the fiscal year. As such it was allocated again into the 2003-04 budget as revenue.

The following table is provided and outlines each revenue source both proposed and adopted for all revenues associated with the Fire Department's 2003-04 Final Budget:

Subobject	Description	Proposed	Final
General Revenue			
76123	GAIN/LOSS-SALE OF BUILDING & STRUCTURES	-	2,900,000
48311	PUBLIC SAFETY SALES TAX ALLOCATION	37,010,000	32,660,000
		$37,010,000	$35,560,000
Fire Prevention Revenue			
60667	FIRE PLAN CHECKING	1,236,600	1,375,000
60668	FIRE INSPECTION FEES	576,000	576,000
60670	HIGH RISE FIRE INSPECTION FEE	818,205	818,205
60671	SFFD TX COLL RENEWAL FEE	468,000	468,000
60672	SFFD ORIG FILING-POSTING FEE	220,000	220,000
60673	FIRE CODE REINSPECTION FEE	28,000	28,000
60674	FIRE REFERRAL INSPECTION FEE	80,000	80,000
60699	OTHER PUBLIC SAFETY CHARGES	40,000	40,000
60699	OTHER PUBLIC SAFETY CHARGES	382,500	382,500
65999	MISC REVENUE	2,000	2,000
9302A	OTI FROM 2S/BIF-BLDG INSPECTION FUND	-	250,000
		$3,851,305	$4,239,705
Support Service – Rental Revenue			
39899	OTHER CITY PROPERTY RENTALS	$191,323	$191,323
Ambulance/ALS Revenue			
65907	OTHER PATIENT NET REVENUE	14,889,238	14,889,238
65999	MISC REVENUE	12,000	12,000
		$14,901,238	$14,901,238
Division of Training Revenue			
60699	OTHER PUBLIC SAFETY CHARGES	44,000	44,000
65999	MISC REVENUE	1,000	1,000
		$45,000	$45,000
	Total Revenues	**$55,998,866**	**$54,937,266**

Summary of Salary and Position Changes

Salaries and fringe represented 90% of the total baseline budget which was comprised of 1,901.30 FTE. Of that total FTE, 95% are uniform. In the Final Approved Budget for 2003-04, salaries and fringe continue to represent 90% of the total budget request with 95.23% of total positions being uniform. The chart below compares the differences in the FTE allocations between the baseline budget, the Department's original proposed budget and the final approved budget.

From the baseline budget, a total of 12.75 civilian FTE or 13 percent were reduced in the final budget and 53.40 uniform FTE or 3 percent were reduced which included the 28.50 H10 Chief's Aides and sixteen (16) H2 Firefighters from the Emergency Communications Center.

Comparison Breakdown of Baseline vs. Proposed vs. Approved Positions

	Baseline		Proposed Budget		Approved Budget	
Total FTE	**FTE**	**% of total**	**FTE**	**% of total**	**FTE**	**% of total**
Uniform	1,801.09	94.73%	1,786.01	94.58%	1,747.69	95.23%
Civilian	100.21	5.27%	102.33	5.42%	87.46	4.77%
Total FTE	**1,901.30**		**1,888.34**		**1,835.15**	

General Fund

Total FTE	**FTE**	**% of total**	**FTE**	**% of total**	**FTE**	**% of total**
Uniform	1,694.95	94.47%	1,678.80	94.31%	1639.94	94.94%
Civilian	99.21	5.53%	101.33	5.69%	87.46	5.06%
Total FTE	**1,794.16**		**1,780.13**		**1727.4**	

Airport

Total FTE	**FTE**	**% of total**	**FTE**	**% of total**	**FTE**	**% of total**
Uniform	95	98.96%	96.07	98.97%	96.03	98.97%
Civilian	1	1.04%	1	1.03%	1	1.03%
Total FTE	**96**		**97.07**		**97.03**	

Port/Fireboat

Total FTE	**FTE**	**% of total**	**FTE**	**% of total**	**FTE**	**% of total**
Uniform	11.14	100%	11.14	100%	11.14	100%
Civilian	-	0%	-	0%	-	0%
Total FTE	**11.14**		**11.14**		**11.14**	

General Fund Changes

Original Request - Reduction of 16 H2 Firefighters: As part of the civilianization of the Emergency Communications Center, 16 firefighters will have returned who were performing call taking functions. This change reduces the total number of firefighters by 16 in operations.

This request was approved.

Original Request - Change of 10 H2 Firefighters to H3 Firefighter/Paramedics: Changes were also made in the number of H3 Firefighter/Paramedics allocated in the budget to reflect current staffing levels. This changes the total number of H3 Firefighter/Paramedics from 207 FTE to 217 FTE associated with field operations funded from the General Fund.

This request was approved.

Original Request - Change in Step Adjustment: Adjustments in the budget have also been made to reflect the proper step increase for H2 Firefighters in the Department. Also includes is an estimate for the hiring of 64 H2 Firefighters in 2003-04. This is only an estimate at this time. The Department will continue to work with the Mayor's Budget Office on the development and cost analysis associated with hiring for 2003-04.

This request was not funded.

Airport Changes

Original Request - Deactivation of Prevention Positions: The Airport Division has deactivated several inspector positions.

This request was approved.

Original Request - Reduction of H3 Firefighter/Paramedics: It has also reduced the number of H3 Firefighter/Paramedics from 9.00 FTE to 7.00 FTE with changes in its operation.

This request was approved.

Original Request - Increase in H2 Firefighters: Additionally, 7.00 FTE H2 Firefighters have been added to the Airport Division to reduce overtime expenditures.

This request was approved. However the 7 positions are reflected as 5.25 FTE as all new positions are first budgeted at 0.75 FTE each.

Other Position Changes

Original Request - The Management Services section was dismantled and transferred to different sections of the Department.

This request was approved. However, reduction may have occurred in these programs transferred to other sections due to budget reductions.

Original Request - Fire Records was moved to Fire Prevention.

This request was approved.

Original Request - NERT has been moved to the Division of Training.

This request was approved. However, this position is to be funded from grants to maintain the program.

Original Request - Community Affairs/Public Education was to move to the Chief's Office.

This position was deleted in the final budget.

Original Request - The Assignment Office was moved to Administration.

This request was approved. However, the Assignment Office now reports to Operations.

Original Request - Attrition was decreased to fund the civilian positions added to staff the Assignment Office in the 2002-03 budget.

These positions were deleted.

Original Request - The Grants function was moved to Finance which is under Administration.

This request was approved.

Original Request - Support Services requested a senior mechanical engineer to oversee the function and operation of the pump stations and the auxiliary water supply system. To off-set the cost of this request, two positions were deleted.

This request was approved. However, upon review by DHR, the position added was changed to a Mechanical Engineer.

Summary of Changes Made to Salaries in Mayor's Proposed Budget

The following is a listing of changes made to positions in the Fire Department that were reflected in the Mayor's Proposed Budget by section:

Suppression/Operations:

- Deactivation of One H50 Division Chief daily
  (See action by Board)
- Deactivation of One H40 Battalion Chief daily
- Deactivation of 28.50 FTE H10 Chief's Aides
  (See action by Board)
- Deactivation of one (1) H33 Rescue Captain daily
  (See action by Board)
- Deactivation of Station 33 for seismic renovation
- No new hires included for 2003-04 Budget
- Elimination of one (1) H33 Special Operations Rescue Captain
- Reclassification of one (1) H33 Special Operations Rescue Captain to one (1) H30 Special Operations/Safety Captain

Human Resources:

- Elimination of funding for promotional exams
- Transfer of EEO to DHR
- Reclassification of 0931 Manager IV (Human Resources) to 1270 Departmental Personnel Officer
- Deletion of 1202 Clerk in Human Resources
- Elimination of two (2) H2 Firefighters in the Stress Unit

Support Services/AWSS:

- Funding for AWSS through the PUC of approximately $2 million
- Deactivation of one (1) Support Services Captain
  (See action by Board)
- Reclassification of 1071 IS Manager to 1070 IS Project Director
- Elimination of two (2) 1934 Storekeepers
- Elimination of two (2) 7334 Stationary Engineers (Pump Station #2)
- Deletion of one (1) 7463 Utility Plumber and one (1) 7514 General Laborer for addition of one (1) 5256 Mechanical Engineer

Training:

- Deactivation of two (2) H28 Training Lieutenants
- Deletion of two (2) H33 Rescue Captains in Training
- Off-budget of H20 NERT Lieutenant and reduction of overtime to fund program
- Elimination of one (1) H16 Tech Training Specialist

Administration:

- Dismantling of Management Services
- Elimination of one (1) H18 Community Affairs Lieutenant
- Elimination of one (1) H20 PIO Lieutenant
- Elimination of one (1) H30 Health and Wellness Captain
- Elimination of one (1) 6137 Assistant Industrial Hygienist
- Deletion of five (5) 1203 Personnel Clerks

Summary of Final Changes to Salaries by the Board

The Budget Analyst made many recommendations to the Board that impacted the operations of the Fire Department. Included in this report is the justification outlined by the Budget Analyst for those salary recommendations that were adopted by the Board of Supervisors.

If not listed below, the changes proposed in the Mayor's budget were approved by the Board of Supervisors except as follows:

Suppression/Operations:

- **Deletion of One H50 Division Chief daily**

The following is from the Budget Analyst's report to the Budget Committee dated June 25, 2003:

> In addition to maintaining the increased attrition savings, the Budget Analyst recommends that the 3.50 FTEs be permanently eliminated. This would reduce the current 11.00 FTEs to 7.50 FTEs, thereby permanently reducing the number of Division Chiefs from three to two. The FY 2003-04 salary savings which

result from this decrease in FTEs have already been taken through an increase in attrition savings.

This recommendation is in accordance with the Budget Analyst's January 2002 Management Audit Report Recommendation 2.1.2.

- **Deletion of 28.50 FTE H10 Chief's Aides (Suppression)**

The following is from the Budget Analyst's report to the Budget Committee dated June 25, 2003:

> Motion No. MO3-58, approved by the Board of Supervisors, directed the Budget Analyst to develop a budget justification and staffing analysis to transfer Chief's Operators to firefighting or other appropriate positions within the Fire Department, for consideration by the Budget Committee. Therefore, the Budget Analyst has reviewed the following information:
>
> (1) The staffing needs and workload analysis performed by the Budget Analyst for the January 2002 Management Audit of the Fire Department. Dispatches for non-medical calls have increased slightly, from 30,827 in FY 1999-2000, to 32,519 in FY 2000-01, to 33,061 in FY 2001-02 (an increase of approximately 7.2 percent over the three years). However, the number of greater alarms declined from 64 in CY 2001 to 51 in CY 2002. During this period, the daily minimum staffing level has remained at 354 FTEs.
>
> (2) Various other jurisdictions have eliminated the Chief's Operator function, relying instead on the fire suppression personnel assigned to other fire units. For example, Fresno, Long Beach, Oakland, Sacramento, San Diego, and San Jose Fire Departments do not have Chief's Operators. While the Department advises that a number of jurisdictions are reinstating Chief's Operators, the Department did not provide any evidence of this.
>
> (3) Chief's Operators' functions. Traditionally there have been three functions:
>
> (a) Driver. The Budget Analyst notes that other emergency staff (for example, Classification H-33 EMS Rescue Captains) self-drive. Furthermore, the Fire Chief has agreed to use a Classification H-2 Firefighter as a driver, rather than have a dedicated Classification H-10 Chief's Operator assigned.
>
> (b) Administrative/clerical assistant.
>
> (c) Fireground communications coordinator. While the Budget Analyst notes that modern technologies make fireground communications coordination much easier than when the Classification H-10 Chief's Operator positions were first established, the Chief's Operator can be required to monitor the control, tactical, and medic radio channels simultaneously.
>
> The Fire Department advises that there are three further roles:

(d) A sixth firefighter to assist truck companies to raise the 50 foot extension ladder.

(e) Fireground coordinator tracking the location and rest and rehabilitation needs of all personnel on the fireground, in line with NFPA Standard 1710.

(f) Companion to the Battalion Chief when entering into a burning structure. The Department advises that the U.S. Department of Labor Occupational Safety and Health Administration's *Fire Fighters' Two-in/Two-out Regulation* (or "buddy system") requires that Battalion Chiefs have an assigned staff member who can enter a burning structure with them. The Department advises that since all other personnel on the fireground already have assigned duties, a Chief's Operator is the best placed to accompany a Battalion Chief.

In relation to these last three points, the Budget Analyst notes that the daily minimum staffing of 354 FTEs should be sufficiently flexible to permit the utilization of firefighters to perform these functions on an as-needed basis.

Based on this analysis, the Budget Analyst recommends, as a policy option for the Board of Supervisors, that the remaining 21.50 FTE Chief's Operator positions be permanently eliminated. However, the Budget Analyst notes that the forthcoming Memorandum of Understanding (MOU) for the Firefighters Association includes restoration of the 21.50 FTE Chief's Operator positions. The proposed MOU is subject to approval by the Board of Supervisors.

- **The Deactivation of one (1) Rescue Captain daily was restored by the Board.**

Administration:

- **Deletion of Assistant Deputy Chief II, Health and Wellness (Safety) Division (funded until Oct. 1, 2003)**

The following is from the Budget Analyst's report to the Budget Committee dated June 25, 2003:

> Following the elimination on June 30, 2003 of the redundant Classification H-51 Assistant Deputy Chief (ADC) II, Management Services (due to the elimination of that division), the Department will have five remaining Classification H-51 ADC II positions:
>
> 1. ADC II, Division of Fire Prevention and Investigation (manages approximately 66 FTEs).
> 2. ADC II, Division of Training (manages approximately 17 FTEs).
> 3. ADC II, Division of Support Services (manages approximately 28 FTEs).
> 4. ADC II, Airport Services (manages approximately 96 FTEs).

5. ADC II, Health and Wellness (Safety) Division (administrative responsibility for 4.50 FTEs).

While the first four positions are responsible for sizable divisions and significant numbers of staff, the ADC II, Health and Wellness (Safety) Division is only administratively responsible for the Physician's Office and the Medical Leave Supervisor, a total of 4.50 FTEs, who previously reported directly to the Deputy Chief of Administration. (The Departmental Physician is appointed by the Fire Commission, and the Nurse Practitioner reports to the Department Physician for clinical oversight.) This position could be deleted immediately without adverse impact to the Department's operations. The position's incumbent would revert back to Classification H-50 Assistant Chief of Department.

The Department advises that it needs an ADC II, Health and Wellness (Safety) Division position to lead the development of the health and wellness program required by the Fire Commission in May of 2002. The ADC II is responsible for developing the framework required for a program which will eventually involve a larger staff. The Department also advises that it needs more than five ADC IIs to deal with labor negotiations, liaison with other City departments, conduct incident investigation and staff disciplinary hearings, and promote diversity within the Department. However, the Budget Analyst notes that:

(a) The ADC II, Health and Wellness (Safety) Division position was created only after the ADC II, Policy position was eliminated as a result of not creating the proposed Strategic Policy, Planning and Analysis Unit in FY 2002-03 (see further discussion below). That position's incumbent was transferred to the new ADC II, Health and Wellness (Safety) Division.

(b) The ADC II, Health and Wellness (Safety) Division position was created instead of the new Classification 6137 Assistant Industrial Hygienist and Classification H-30 Captain positions funded in FY 2002-03 to manage a comprehensive and strategic industrial safety program, in accordance with the Budget Analyst's January 2002 Management Audit Report Recommendation 1.7.7 (see Policy Option 5 below).

Support Services:

- **Deletion of one (1) H39 Support Services Training Captain and Activation of one (1) H30 Support Services Captain**

The following is from the Budget Analyst's report to the Budget Committee dated June 25, 2003:

> The functions of the 1.00 FTE Classification H-39 Training Captain responsible for the Bureau of Equipment, and the 1.00 FTE Classification H-30 Captain in the Division of Support Services, have been combined under the H-39 Training Captain position, as a result of the Mayor defunding the H-30 Captain position in

FY 2003-04. All the positions reporting to the H-39 Training Captain position could equally report to an H-30 Captain position because they are ranked lower than an H-30 Captain. The Department has not justified the use of a more expensive H-39 Training Captain instead of an H-30 Captain. Therefore, the Budget Analyst recommends restoring funds for the H-30 Captain position, through reduced attrition savings, and eliminating the H-39 Training Captain position from which the current incumbent is retiring.

Summary of Final 2003-04 Non-Salary Budget

The General Fund non-salary total final budget is $29,142,935, consisting of $20,415,630 in work orders with other Departments or 70 percent of the non-salary budget. The remaining $8,727,305 is mainly comprised of the following items. These are listed with the original request and the final approved budget for comparison.

Lease Finance

Original Request	Final Approved	Change
$3,385,140	$3,255,766	$129,374

This amount is determined by the Mayor's Office of Public Finance.

Field Medical Supplies

Original Request	Final Approved	Change
$1,178,500	$995,613	($182,887)

Fire Rescue Supplies

Original Request	Final Approved	Change
$650,000	$650,000	-

Fuel

Original Request	Final Approved	Change
$450,500	$430,500	($20,000)

Maintenance of TI Training Facility

Original Request	Final Approved	Change
$460,000	$415,000	($45,000)

Turnouts and Uniforms

Original Request	Final Approved	Change
$1,200,000	$812,366	($387,634)

Rent at the Presidio

Original Request	Final Approved	Change
$242,190	$92,190	($150,000)

Health Check

Original Request	Final Approved	Change
$222,000	$212,250	($7,750)

Utilities (Department Wide)

Original Request	Final Approved	Change
$128,000	$120,930	($7070)

Pharmaceuticals

Original Request	Final Approved	Change
$120,000	$120,000	-

Copiers

Original Request	Final Approved	Change
$106,000	$106,000	-

Work Orders

Final Budget - Of the final approved non-salary budget of $29,142,935, work orders to other City departments total to $20,415,630 of this amount. Of this amount, 40 percent is allocated for workers compensation costs, 26 percent is allocated for DTIS and 15 percent is allocated for Central Shops.

Included in the total work orders is one specific change. Scavenger services is now a work order with DPW and the change is reflected in the table below:

Scavenger Services

Original Request	Final Approved	Change
$214,350	$145,722 (work order w/DPW)	($68,628)

Turnouts and Uniforms

Original Request - The baseline budget for turnouts and uniforms is $530,342. The Department has submitted a request for $1.2 million. This figure is depended upon the number of new hires that will be anticipated for 2003-04 and is estimated using three classes of 24 H2 Firefighters and one class of H3 Firefighter/Paramedic lateral hires.

This request was reduced by $400,000.

Promotional Exams

Original Request - The Department anticipated administering the following promotional exams in 2003-04:

- H30 Captains Exam
- H22 Lieutenant, Bureau of Fire Prevention
- H24 Lieutenant, Bureau of Fire Investigation
- H40 Battalion Chiefs Exam

It is estimated that these exams will cost approximately $1.15 million. These costs included the development and administration of these exams. The budget request for 03-04 was estimated at $846,518. The balance of the costs was to be funded from current year 2002-03 allocations.

This request was not funded.

Increase in Mandated Permits and Fees

Original Request - The Department is also experiencing an increase in new State and City mandated permits and fees for maintaining and operating firehouses equipment as well as performing facility improvement. These increases are estimated to cost approximately $62,676.75. This will be an increase of $32,836.25 above the baseline.

This request was not fully funded. All funding associated with new hires was deleted from the budget.

Operations Training Requirements

Original Request - The Department has identified a need for an increase in training for field operations to continue training and initially certify selected personnel who enter into the special operations units and to restore the local Urban Search and Rescue program. This increase also includes training new members of the original proposed budget request in Confined Space Rescue, Rescue Systems II (advanced), HazMat Advance Life Support, HazMat ICS NBC (Chiefs), US&R & Trench rescue, Structural Collapse ICS (Chiefs), and K-38 PWC rescue training.

Additional funding is also needed for National Weapons of Mass Destruction training conferences to maintain current Department approved Instructor certification for in-service battalion based training. These trainings include Homeland Security/WMD - Hands-on Training (toxic live agents), HazMat Technician, Incident Command, Instructor Training Certification, Tactical Operations, Incident Response to Terrorist Bombings, Emergency Response to Domestic Biological Incidents (Health Dept. Policy, Fire Department Instructor Courses, Firehouse World Exposition and Conference, FIRESCOPE Operation Conference, and PWC Water Rescue Course. It is estimated that the Department will require an additional $46,150 to cover these needed and required trainings for 2003-04.

This request was not funded.

Additionally, the FY 03-04 budget from training and travel Department wide was reduced in total by $96,913 as follows:

2003-04 Travel and Training Budgets

Section	Request	Reduction	Balance
Suppression/Operations	**$58,800**	**<$54,616>**	**$4,184**
EMS	$14,185	<$12,830>	$1,355
Administration	$18,543	<$11,602>	$6,941
Support Services	$9,600	<$7,028>	$2,572
Human Resources	$9,128	<$4,549>	$4,559
Training	$25,355	<$3,918>	$21,437
Fire Investigation	$9,652	<$2,350>	$7,302
TOTAL	**$145,263**	**<$96,913>**	**$48,350**

Capital Equipment and Capital and Facilities Maintenance Requests

Original Request - The capital and facilities maintenance requests will be reviewed by the Capital Improvement Advisory Committee (CIAC). A detailed breakdown of the Department's submission was included in the Department's submission and packet forwarded to the Fire Commission on February 27, 2003.

Of the 12 requests submitted, only the following were funded:

Project	Request	Approved	Incr./Decr.	Fund
Facilities Maintenance	$517,771	$400,000	<$117,771>	General Fund
Water Supply Maintenance	$1,616,700	$900,000	<$716,700>	PUC

Three other non-general fund projects were approved by Capital Improvement Advisory Committee but not entered into the final approved budget. Staff is working with the Mayor's Budget Office to clarify these issues and to continue to move forward with this process.

San Francisco Fire Department 2003-04 Final Budget

The projects that were approved by the CIAC:

Project	Amount
Old Station 21 Exterior	$155,500
Old Station 16	$200,000
Fire Station 33 retro-fit project	$350,000

Other Non-Salary Budget Changes

Fire Prevention:
- $250,000 in funding from DBI for Fire Prevention activities

Administration:
- Reduction of $17,000 in professional services
- Funds for Court reporter were reduced by $505
- Deletion of all non-salary items for Community Affairs/ Public Education

Training:
- Membership fees were eliminated
- Deletion of all non-salary items for NERT

EMS Administration:
- Reduction of $150,000 in rent for the Presidio facility. These offices are to be moved by October 1, 2003 to other Department facilities.

Support Services:
- Reduction of $182,887 in medical supplies and equipment

Utilities:
- Overall, utilities were reduced by $7,070

Public Comment Statement – This summary statement is provided by the speaker and is neither generated by, nor are its contents subject to approval by, the Fire Commission

August [illegible], [illegible]

Honorable Commissioners,

A front page article in the San Francisco Independent featured quotes from Commissioner Conroy that referred to “fire people” and “medical people”. As a Firefighter Paramedic, I want to suggest more accurate terms for use in the public media. I believe the more accurate term for the members he referred as “fire people” are the H-2 Firefighters and the suppression officer ranks, the majority who are also Emergency Medical Technicians. The “medical people” he referred to I assume are the dual function Firefighter-Paramedics, or H-3s, and the EMS managers, and physicians.

This seems a small issue of semantics until later in the article, Commissioner Conroy uses the example of the 1906 earthquake and fire, or the suppression of a modern conflagration as some untoward event that would somehow be impaired by the implementation of the EMS merger and the expansion of ALS engines.

I want to make it clear that Firefighter Paramedics that I know resent the implication that suppression is impaired by the inclusion of cross-trained Firefighter-Paramedics who have crawled down many a hot smoky hallway, alongside non-paramedic firefighters, for the past 2 years with nothing but pride and courage.

I would also like to criticize the statement of Chief Trevino, who said the medic’s arguments for expanded ALS engines are “spurious”. If the Chief has data to refute the decreased response times, improved patient care, and decreased liability to the City, it should be presented to support his assertion that arguments for ALS engines are spurious.

If the Mayor claims that having a paramedic is too expensive during the budget crunch, because a Firefighter-Paramedic earns $112 more per 24 hour shift than a top step H-2, and on straight time only $78 more and can do far more to help emergency patients who are 75% or more of the 9-1-1 callers. Then that is the fact that should be stated. EMS has become a political football. Many opinions abide and are aired on all sides, but our administration should stick to facts of medical science and statistics not innuendo and loaded terms in the media.

Respectfully Submitted,

Michael Tragesser, Firefighter -Paramedic

COUNCIL OF ARMENIAN AMERICAN ORGANIZATIONS
OF NORTHERN CALIFORNIA
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c/o Charles Paskerian, 1750 Taylor St. #1502, San Francisco CA 94133-5414 Tel: 415.749.1750
Fax: 415.749.1069 E-mail: garabed@alumni-gsb.stanford.edu

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July 31, 2003

Gary Massetani
Fire Marshall
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Dear Fire Marshal Massetani:

The Council appreciates your attendance at our Mt. Davidson Cross Celebration On Wednesday, July 30, 2003 honoring all our fine San Francisco City Governmental Organizations for their fine work and cooperation for the maintenance, improvement, and City services when required.

We are proud to be in this fine City to have preserved not only a historic Land ma for use by the Community, but an overwhelming voter approved mandate for our group to purchase the Cross for the establishment of a Memorial to the Armenia Genocide.

We are proud as Americans of Armenian descent to be living in this great countr The true land of opportunity.

Your truly,

Charles Paskerian

Charles Paskerian
Corresponding Secretary

cc: Chief Mario Trevino

Member Organizations: Ararat Armenian Society, Armenian American Citizens' League, Armenian Assembly of America Bay Area Region, Armenian Church Youth Organization - St. John & St. Vartan, Armenian Democratic League, Armenian General Benevolent Union - Oakla, Armenian General Benevolent Union - San Francisco, Armenian General Benevolent Union - Santa Clara, Armenian National Committee, Armen Professional Society, Armenian Relief Society - Erebouni Chapter East Bay, Armenian Relief Society - Garin Chapter San Francisco, Armen Revolutionary Federation, Armenian Technology Group, Armenian Youth Federation - Rostom Chapter, Bethel Armenian Evangelical Chur, Calvary Armenian Congregational Church, Hamazkayin Cultural and Educational Association, Homenetmen Scouts and Athletic Organizatio Ani Chapter Santa Clara, Homenetmen Scouts and Athletic Organization - San Francisco, Homenetmen Scouts and Athletic Organization - G Chapter Walnut Creek, Knights of Vartan, NorCal Armenian Home and Senior Services, Saint Andrew Armenian Apostolic Church, Saint Greg Armenian Apostolic Church, Saint James Armenian Apostolic Church, Saint John Armenian Apostolic Church, Saint Vartan Armenian Apost Church, Tekeyan Cultural Association, Triple X Fraternity - Golden Gate Chapter, Triple X Fraternity - Mount Diablo Chapter, Triple X Fratern - Oakland Chapter, Triple X Fraternity - Peninsula Chapter, University of California at Berkeley Armenian Alumni Association

July 13, 2003

Dear FF/Paramedic Ron Johansen, Thank you so much for taking such a kind interest in my prob-lems & for making two phone calls in my behalf when you & your crew came to my apartment because I was having trouble breathing. You certainly ARE a wonderful person and you ~~are~~ must be dedicated to the work you do! And I wanted to thank FF/EMTA Jorge Quant also, for his help.

One more thing — I'd like to thank Eng. Company #28, for coming to my rescue & when I was trapped in a pitch-black bath-room. The power was out & I couldn't see anything at all. And it was around 2:00AM. Boy was I glad when you fellows showed up!! I Thank you so much for everything!

Sincerely, Deanna Charpentier

Deanna Charpentier
227 Bay St. Apt. 115
San Francisco, CA 94133-1921

SAN FRANCISCO CA 941 C
PM
14 JUL
2003

San Francisco Fire Dept
FF/Paramedic Ron
Johansen
698 Second Street
San Francisco, CA
94107

M5 Wed M+ Sat

94107+2015

Emergency Communications Department
1011 Turk Street, San Francisco, CA 94102
(415) 558-3800 | Fax (415) 558-3841

Willie L. Brown, Jr. Mayor

Daniel A. Sullivan Acting Executive Director

MEMORANDUM

TO: **Dispatcher Alysa Trujillo**
Dispatcher Joseph San Juan
Dispatcher Staycee Gordon
Dispatcher Karen Romero
Dispatcher Corlina Abantao
Paramedic Captain Dirk Van Waart
Dispatcher Joanne Gregory
Dispatcher Gary Mondfrans
Supervisor Beth Berland
Supervisor Kym Dougherty
Manager Judith Hogan
FROM: **Daniel A. Sullivan, Acting Executive Director** DAS
DATE: **August 13, 2003**
RE: **Exemplary Performance During a Critical Incident Involving Police Officers**

I wish to recognize you all for your actions during a critical and stressful incident that occurred on Monday, August 11, 2003, at approximately 1450 hours.

A female police officer yelled on the radio and indicated she had an emergency, however she was only able to provide a partial unit identifier. The officer was unable to state the emergency nor provide a location, and she never made another transmission. Dispatcher Alysa Trujillo was assigned to the radio channel where this occurred and sensing the officer's voice, immediately relayed the information on her assigned talk groups, seeking to determine the officer in need of assistance. With the assistance of Dispatcher Joanne Gregory, they coordinated "roll calls" of all female officers on their assigned talk groups. The search for the officer did not cease until word was received that the officer was located in Daly City.

Shortly after the emergency transmission was heard, Dispatcher Karen Romero received a call reporting that two investigators needed emergency help in Daly City. Recognizing the urgency and officer safety situation at hand, she immediately transferred the call to the Daly City Police Department and remained on the line. Dispatcher Romero demonstrated excellent judgment by refraining from asking questions, which could have delayed the response of emergency assistance for the officers in need of help.

Dispatcher Romero soon learned that two inspectors had been stabbed and quickly notified dispatch supervisors. Supervisors Beth Berland, Kym Dougherty, and Manager Judith Hogan coordinated their efforts to make notifications and perform follow up work.

As Paramedic Captain Dirk Van Waart became aware of the situation, he immediately established contact with medical personnel to obtain updates on the health of the officers who were injured. This showing of support was greatly appreciated by both dispatch and police personnel alike.

The excellent judgment, dedication, tenacity, teamwork, and professionalism displayed by all of you during this incident were exemplary. Through your years of experience, you have developed a keen instinct to immediately recognize critical situations and make instantaneous decisions. I, therefore, commend you all for your actions, which demonstrate your complete dedication to your profession as emergency public safety and fire dispatch professionals.

cc: Chief Mario H. Trevino
SFFD Commission

FIRE

Remembering our fallen firefighters
and those they leave behind . . .

July 31, 2003

Lt. Nicol P. Juratovac
Administrative Officer
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107-2015

Dear Lt. Juratovac:

I'd like to take this opportunity to thank you for your assistance with providing a fire station for the 2004 Milk & Cookies Calendar, a project sponsored by the California Milk Advisory Board to benefit the California Fire Foundation. The photo shoots were a great success! Each and every person encountered at Station 12 was courteous and helpful, and our crew felt welcome and excited to be there.

Now that the photo shoot of Alison Yee is over, we have developed the photos and are currently laying out the calendar. Each photo is wonderful; capturing the spirit of firefighters, and in some cases the fun of wearing a milk mustache. Our intent is the have each individual represent their department in a professional manner while promoting firefighters and dairy products to benefit the California Fire Foundation and the California Firefighters Memorial.

I've enclosed a copy of the photos we plan to use in the calendar, set for release in October 2003. Each photo will portray the winning firefighter along with their name, title and department listed on the month they are placed, as well as inside the front cover of the calendar with a quote about their winning cookies.

Again, thank you for your cooperation with this worthwhile project. It has truly been a pleasure working with the San Francisco Fire Department. Please contact me at (916) 921-9111 if you have any questions or concerns.

Sincerely,

Kelley Koll
Program Coordinator

c: John Hanley, President
San Francisco Fire Fighters, Local 798

1780 Creekside Oaks, Suite 200 • Sacramento, CA 95833 • (800) 890-3213

alifornia Fire Foundation is a charitable, nonprofit 501(c)(3) organization and all contributions are tax deductible. Tax ID #68-011

Tania Bauer
08/19/2003 03:09 PM

To: fire administrative officer
cc:
Subject:

Please respond to "Mark Hall" <mhall1@jps.net>

To: "Fire Administrative Officer" <fire_administrative_officer@ci.sf.ca.us>
cc:

Subject: Station 35 tour

Lt. Juarez,

Please pass on to the Chief and to the guys at Station 35 our thanks for the great hospitality shown to us last week. We visited the station on the 11th of August, and couldnt have hoped for a better experience. We really appreciate the time and energy the guys gave to us. And your own efforts at setting the tour up. Our kids really learned alot, and as a result, many of them are actually excited about going to school- they cant wait to go to school and learn more about fire fighting.

As you know, our summer school class is a two week "feeder" program for our two year high school fire academy. These were kids who were thinking about joining our fire academy, but wanted to learn more about the profession. We were fortunate to tour a variety of fire specialties; Haz Mat, OES, Heavy Rescue, Paramedic Unit, Water Rescue, A CDF Wildland station, the CDF air base, A U.S.F.S. Fire Station and a lookout, Oakland's Airport Crash Unit, and your Station 35. This was a really comprehensive look at the fire service, and the guys at Station 35 played a key role.

Thanks again for your help in making this class a success, and in helping get kids excited about going to school.

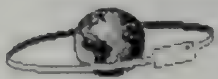
Mark Hall, Coordinator
Public Safety Academy
Weber Institute
Stockton, California

Fire Administrative Officer@CCSF
07/18/03 09:24 AM

To: Fire Station15/FIRE/CCSF@CCSF
cc: Fire Batt10/FIRE/CCSF@CCSF, Fire Division03/FIRE/CCSF@CCSF, Mario Trevino@CCSF, Secretary FireChief/SFFD/SFGOV@SFGOV, Raymond Balzarini/SFFD/SFGOV@SFGOV, Joseph Asaro@CCSF, Ginny O'Shaughnessy/SFFD/SFGOV@SFGOV, Mary O'Riordan/SFFD/SFGOV@SFGOV, Tania Bauer/SFFD/SFGOV@SFGOV
Subject: Another Happy Customer

The following is an email I received from a grateful ride-along observer:

---------------------- Forwarded by Fire Administrative Officer/FIRE/CCSF on 07/18/2003 09:29 ---------------------------



"Norman \"Rico\" Fisher" <fisher@hollinet.com> on 07/18/2003 09:26:14

To: "Fire Administrative Officer" <fire_administrative_officer@ci.sf.ca.us>
cc:

Subject: Ride A-long

Lt. Nicol Juratovac,

I can not express enough my admiration and gratitude to the SFFD for allowing me to ride along with station 15 on May 14th. 15 house is definitely what I expected it to be, a great bunch of guys whom are true professionals. Again thank you and the department for your hospitality.

Respectfully,

Norman "Rico" Fisher
Firefighter
Hollister City Fire Dept.
(831) 636-4325
www.hfdlocal3395.org

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Hearing, Thursday, September 11, 2003 - 1:00 p.m.

698 Second Street, Room 221, San Francisco, CA 94107

Item
No.

0

1. **On ROLL CALL,** the following were present:

1/03

Commissioner Paul Conroy

Note: Commissioner Conroy has been appointed by the Commission President to sit for the Hearing.

Raymond Balzarini, Deputy Chief, Operations

Also present
Marie Blits, Deputy City Attorney, Counsel to the Fire Commission
Tania Bauer, Commission Secretary

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Appearances
For the San Francisco Fire Department
Gina Roccanova, Deputy City Attorney

For Keith Baraka
Keith Baraka, representing himself
Robert Arzave, Director, San Francisco Firefighters Local 798

2. **PUBLIC COMMENT**

There was no public comment.

3. **FORMAL HEARING ON A FORMAL COMPLAINT FILED BY CHIEF OF DEPARTMENT AGAINST KEITH BARAKA**

Formal hearing concerning the formal complaint filed by Mario H. Treviño, Chief of Department, against Firefighter Keith Baraka, dated August 9, 2002, for violation of the Rules and Regulations as follows:

Section 3926 – Tardiness and Failure to Report

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957.

Firefighter Baraka requested a closed session

3.1. **Public Comment on all matters pertaining to Closed Session**

There was no public comment on the closed session. The Commission went into closed session at 1:05 p.m.

3.2. Reconvene in Open Session

The Commission reconvened in open session at 2:25 p.m.

a. **Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).**

Commissioner Conroy stated that the Secretary will schedule deliberations on this matter after the Commissioners have had the opportunity to read the transcript and review the exhibits. The Secretary will notify all parties of the outcome.

b. **Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.12(a).**

Commissioner Conroy declared that none of the discussions held during closed session would be disclosed.

4. ADJOURNMENT

The Special Hearing was adjourned at 2:30 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

11/03

No. 03-30

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – September 11, 2003 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

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1. **ON ROLL CALL,** the following were noted present:

President Stephen A. Nakajo
Vice President Russell S. Roeca
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

Commissioner Pat Norman was excused because of illness.

Mario H. Treviño - Chief of Department
Raymond Balzarini - Deputy Chief, Operations

Assistant Deputy Chiefs – Staff:

Joanne Hayes-White - Division of Training
Paul D. Jones - Division of Support Services (Acting)
Gary P. Massetani - Division of Fire Prevention & Investigation
Jane Smith - Division of Emergency Medical Services (Acting)

Chief Officers – Staff:

Lorrie A. Kalos - Administration
Marshal Isaacs, M.D. - Emergency Medical Services

Chief Officers – Firefighting Services:

John F. Harrington - Division 2
Richard D. Bracco - Division 3

2. **APPROVAL OF THE MINUTES**

Regular Meeting of August 28, 2003.

Commissioner Roeca moved and Commissioner del Portiollo seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through H) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during August 2003.

Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during July 2003.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, August 2 through August 15, 2003.

B. Appointments

Reporting the following PERMANENT appointments effective *AUGUST 26, 2003:*

H3 Firefighter/Paramedic

Michael J. Simon
Steven M. Ardigo
Stephen E. Silvestrich
William L. Rader
Carlton K. Biscevic
Clayton Laderer
James W. Perry II
Brook A. Mancinelli
Brian S. Burns
Stephen P. Wombacher
Corey B. Yeh
William A. Oswald
Daniel M. Beckwith
Sandivar E. Hetzer
Dale C. Carnes
David E. Newman
Todd E. Filbrun
Michael Kirk
Kyle J. McCarty

C. Return to Former Classification

Reporting that the following H10 Chief's Aides have been returned to their permanent position as H2 Firefighter, effective August 29, 2003:

Alexandra C. Alexander
Kathy A. Austin
Michael P. Celona
Edward J. Ghilardi, Jr.
David K. Gordon
Alison K. Greene
David A. Johnson
George Karawanny
Edward C. Labrado
Melissa M. Lerma
Brice P. Peoples
Ronald A. Robinson
Robert A. Styles
Melinda A. Talmadge
Paul T. Urquiaga
John K. Won
Arnold P. Woo

D. Military Leave

Submitting for approval application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Donnelly, Mark CMSGT	H30 Capt.	08-21-03 thru 08-28-03	7	US Air Force Res. Travis AFB, CA	Attend Active Duty Training

E. Suspension

Reporting suspension of the following:

No./Rank of Members	*Unit*	*Days*	*Dates*	*Violation of*
1 H20 Lieutenant	Engine 13	2	08-14-03 thru 08-15-03	Sec. 3926 (Tardiness & Failure to Report)

F. Leave of Absence

Submitting request for leave of absence with pay for Captain James Lee, Bureau of Equipment, for five days, September 8 through September 12, 2003, in order to visit Spartan Motor Chassis, Inc.'s aerial apparatus and pumper manufacturing in Pennsylvania and South Carolina. All expenses will be paid by Spartan Motor Chassis, Inc. Captain Lee will not be replaced.

G. Leaves of Absence

Submitting requests for leaves of absence with pay for Lieutenant Peter Schembri and Inspector Bert Reyes, Bureau of Fire Prevention, for four days, September 16 through September 19, 2003, in order to attend a training class entitled *40-Hour HazWoper* presented by Compliance Solutions in South San Francisco, California. Registration fee will be included in the 2003-04 budget. Lieutenant Schembri and Inspector Reyes will not be replaced.

H. Communications Received by Commission

The following communications have been received by the Commission from August 22, 2003 through September 4, 2003:

1. From Francis Kelly, Secretary, San Francisco Firefighters Local 798, asking, at the request of its membership, that the Commission establish a task force or committee to re-examine the merger. Copy: Copy: each Commissioner, Chief of Department, Deputy Chief, Operations, EMS Chief and SFFD Medical Director.

2. From Kevin Smith, President, SFFD Black Firefighters Association, Michael Creedon, President, SFFD Firefighter Paramedic Association, and Fran Sperison, President, SFFD Fire Safety Inspectors Chapter (Local 21), requesting to meet with Commission President for purpose of providing accurate and verifiable information regarding consumption of alcoholic beverages in San Francisco firehouses. Copy: each Commissioner, Chief of Department, Deputy Chief, Operations and EMS Chief.

3. From Loren & Cindy Fihn, regarding parking in the fire lanes surrounding the Comfort Suites, San Francisco Airport, as advised by the management and the security guard of Comfort Suites. Copy: each Commissioner, Chief of Department, and Deputy Chief, Airport.

Commissioner del Portillo moved and Commissioner Roeca seconded. There were no questions or discussion and Items A through H on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted three letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department Mario H. Treviño on monthly status of department personnel, equipment and apparatus for August 2003.

Mario Treviño, Chief of Department, acknowledged the second anniversary of the September 11 attacks. He wished to honor all the members of the San Francisco Fire Department, both active and retired, who have died in the past year. Chief Treviño thanked everyone who attended the Police and Fire Memorial Mass at St. Monica's and acknowledged President Nakajo, Vice President Roeca and Commissioner Conroy for being able to attend despite their busy schedules.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. FY 2003-04 Annual Statement of Purpose [Second Reading]

(Cont'd from Meetings of 07-31-03 and 08-28-03)

Note: This item was continued to the meeting of September 25, 2003.

D. Report from Suppression

Raymond Balzarini, Deputy Chief, Operations, presented the report.

September 3 – 74 New Montgomery
At 19:14 hours, 2nd alarm in a residential, six story building: 20 units and 71 firefighters responded, with combined damage to buildings and content was $300,000. One firefighter was injured. The cause of the fire remains under investigation. The Red Cross was not notified since no civilians were displaced. Incident commander: Assistant Chief Bracco.

Chief Balzarini stated that during the August 12th through September 10th reporting period there were 14 working fires. He noted that an alert had been received from the State Office of Emergency Services (OES) for strong seasonal winds since at this time of year wildfires occur frequently.

E. Report from Emergency Medical Services

Ehrhardt Groothoff, EMS Operations Chief, provided the update on response times for the expanded Rapid Paramedic Response System (RPRS), previously requested by the Commission. Chief Groothoff explained that there had been various factors that increased response times, including a policy that was negotiated as a result of the budget process which restricted the use of overtime in the staffing of ALS engines.

Chief Groothoff stated that there had been a drop in response times in the downtown area since RPRS was instituted but since General Order A-62 went into effect response times have increased to a non-compliance level. He emphasized that EMS must meet state and county mandated response requirements for first paramedic/first ALS on the scene but since the policy and budget changes, there has been a decrease in performance and the Department is no longer in citywide compliance. Another factor affecting response times is the number of available paramedics since many have departed or retired. Chief Groothoff suggested that the policy decision must be reviewed since it is affecting compliance requirements and service delivery. His other suggestion dealt with the need for a creative way to re-implement the cross training program for firefighters who wish to become paramedics. Chief Groothoff noted that such a program would provide needed staff for the ALS Engines, would minimize overtime and the hiring of paramedics from outside the Department. He invited Commissioners to review the data for response times, which are available in large table formats in the EMS Division.

Discussion ensued with Commissioners asking questions regarding training, response and non-compliance times with Jane Smith, EMS Chief, and Chief Groothoff responding.

F. Special Presentation – Implementation Plan of FY 2003-04 Budget Cuts
(Cont'd from Meeting of 08-28-03)

Operations
Raymond Balzarini, Deputy Chief, Operations, presented the report. Operations includes the Division of Fire Prevention and Investigation, Division of Emergency Medical Services, Airport Division, Special Operations, Fire/EMS Dispatch and the Assignment Office.

Chief Balzarini noted that the only positive aspect of budget impacts was that there were no cuts in the number of engine companies, truck companies and medic units that daily serve the community. Station 33 is to be deactivated for seismic retrofit but the initial bid was rejected and the job must be re-bid. Construction should start within two months once the contract is awarded. At that time, the Department will have to decide whether to move Engine 33 to Station 15 or to place it out of service.

In addition, funding for Division 1 was eliminated. In the previous fiscal year, the division was deactivated and the funds were used to staff three Assistant Deputy Chiefs and a Section Chief in the Planning, Policy and Safety Divisions. Battalion 5 was temporarily deactivated. Stations 12, 21, 6, and 5 that were part of Battalion 5 were assigned to other battalions in order that administrative functions could be carried out. Call volumes and response times were examined to determine who would be put out of service.

Furthermore, all of the 28.5 Chief's Aides positions were eliminated. Chief's Aides are crucial for fireground safety, communications and personnel accountability. The Department had 13 Chief's Aides per day and is now down to six; they will be placed in a new classification called Incident Support Specialist. Another lost position was the elimination of an H33 Captain in Special Operations.

In conclusion, Chief Balzarini stated that the daily staffing level for Operations is down to 342 from 350, and if Engine 33 is deactivated the daily staffing level will drop to 338.

Administration
Lorrie Kalos, Assistant Deputy Chief, provided the report instead of Joseph Asaro, Deputy Chief, Administration. Chief Kalos enumerated the following cuts.

> Management Services was dismantled and personnel transferred to various sections in the Department with ADC position eliminated. NERT was moved to the

Division of Training and the NERT Coordinator's position is to be funded from grants. The Community Affairs/Public Education position was eliminated as well as that of the Public Information Officer.

Human Resources lost a 1202, Human Resources Clerk, two firefighter positions in the Stress Unit and a reclassification of the Manager IV to 1270 Department Personnel Officer. Funding for promotional exams was eliminated.

Support Services deactivated one Captain of Support Services position and the position was combined with the Captain in the Bureau of Equipment with a reduction from H39 to H30. Reclassification of the 1071 IS Manager position to 1070 Project Director, elimination of two Storekeepers, elimination of two Station Engineers and the elimination of the Utility Plumber and General Laborer positions in order to obtain a Mechanical Engineer to oversee AWSS.

Training deactivated two Training Lieutenants and two Rescue Captains in addition to the videographer. 75% or $3.9 million of the Training budget was placed on reserve until certain criteria was met that had been prescribed by the Budget Analyst in the Management Audit of the Department.

Administration will eliminate the Assistant Deputy Chief position for Health and Wellness as well as the ADC position responsible for Management Services. The Department will have only four funded ADC positions.

Discussion ensued with Commissioners asking questions and Chief Treviño and staff responding.

5. PUBLIC COMMENT

John Darmanin, informed the Commission that the Department had entered into a settlement agreement that required the purchase of a certain number of turnouts and the issuance of two sets of turnouts to every firefighter, including the maintenance of the turnouts. He noted that the Department had not complied with agreement and currently further cuts are foreseen to the Turnout and Uniform section. Mr. Darmanin wished to apprise the Commission of the exposure to liability by the Department. Additionally, Mr. Darmanin was concerned about the overall reductions throughout the Department, especially the elimination of a Battalion Chief and Operators. He believes the new classification (Incident Support Specialists) for the remaining Operators will make it easier for Harvey Rose, Budget Analyst for the Board of Supervisors, to eliminate the positions in the future. Mr. Darmanin warned the Department against feeling a false sense of security because no fire stations had been closed.

Commissioner Conroy believed the Memorial Mass to have been a fitting observance of September 11 and that he was thankful to the members of the Department for the work they perform every day and their dedication to the service of San Francisco

Commissioner del Portillo was in agreement with Commissioner Conroy and wished that the Board of Supervisors would realize the importance of the Fire Department in relationship to the safety and well-being of this city. She stated that she will persist in her efforts to lobby and plead with Board for more equitable funding for the Department.

6. ADJOURNMENT

President Nakajo adjourned the meeting in honor of all the victims and family members of rescue workers of the September 11 tragedy.

There being no further business to come before the Commission, the meeting was adjourned at 7:35 p.m.

Tania Bauer
Secretary

RECEIVED
AUG 2 9 2003
San Francisco
Fire Commission

San Francisco Fire Department
698 Second Street
San Francisco, CA 94107
Attn: Mario Trevino, Chief of SFFD

August 1, 2003

To Mario Trevino:

First of all, I would like to thank you on behalf of the entire staff at the North East Medical Services for arranging Lt. Juarez's attendance at our staff safety meeting on February 12, 2003. The entire staff learned a great deal of fire safety and proper procedures from Lt. Juarez.

I am again writing to you, respectfully requesting Lt. Juarez or another member of the SFFD to be available to attend our staff safety meeting on September 10, 2003 at 8:30am. We are respectfully requesting assistance regarding earthquake safety and prevention procedures.

As soon as all earthquake safety and prevention training concludes, we would like to conduct a fire drill at 10:15am sharp. The fire drill is expected to take approximately 15 minutes to conclude.

Thank you.

Sandra Chu
Fire Drill Coordinator/Safety Committee

North East Medical Services
1520 Stockton Street
San Francisco, CA 94133
(415) 391-9686

CC: Sophie Wong
Linda Bien
Dr. Daniel Chan, Fire Safety Director
All Floor Wardens
Safety Committee

Japanese American Citizens League
Masao Satow Building • 1765 Sutter Street • San Francisco, CA 94115
Phone: (415) 921-5225 • Facsimile: (415) 931-4671 • Email: JACL@jacl.org

August 20, 2003

San Francisco Fire Department – Station No. 5
1301 Turk Street
San Francisco, CA 94115

Dear Fire Fighters of Station 5,

I would like to commend the crew that responded to our 911 call at approximately 9:30 this morning at 1765 Sutter Street. We had a situation involving our elderly volunteer who was trapped in the elevator due to a malfunction.

I greatly appreciated the rapid response to our premise and the support they provided in dealing with the situation. Their expertise and teamwork opened the elevator door in short order. The most precious sight was to see our volunteer emerge safe, calm and with a huge smile being greeted by our city's best.

Again, on behalf of the National Japanese American Citizens League staff, I greatly appreciate and respect the excellent service of the San Francisco Fire Department.

Sincerely,

Lucy Kishiue

Lucy S. Kishiue
National Program Director

Cc: San Francisco Fire Department – Fire Chief, San Francisco Fire Commission

My Wife Is A Diabetic & Had A Low Sugar Count & Not Doing Well At All. Engine Co. 19 Responded To Our Call For Help & They Could Not Be More Professional Or Condiberate To My Wife For Which I Am Very Grateful. One Of Them Even Turned Off The Pasta Cooking On My Stove

Please Convey My Thanks To The Whole Crew

Sincerely
Albert J. Matli

M Albert J. Matli
87 Clearfield Dr
San Francisco, CA 94132-1201

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 03-31

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – September 25, 2003 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

DOCUMENTS DEPT.
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1. **ON ROLL CALL,** the following were noted present:

President Stephen A. Nakajo
Commissioner Pat Norman
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

Vice President Russell S. Roeca was excused for business reasons.

Mario H. Treviño - Chief of Department
Raymond Balzarini - Deputy Chief, Operations
Joseph C. Asaro - Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Bernie F. Lee - Division of Airports
Joanne Hayes-White - Division of Training
Gary P. Massetani - Division of Fire Prevention & Investigation

Chief Officers – Staff:

Lorrie A. Kalos - Administration

Chief Officers – Firefighting Services:

Arthur W. Kenney - Division 3

2. **APPROVAL OF THE MINUTES**

Minutes of the Regular Meeting of September 11, 2003, were not ready for approval.

3. **CONSENT CALENDAR**

All matters listed hereunder (Items A through I) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, August 16 through August 29, 2003.

B. Appointments

Reporting the following PERMANENT appointment effective *JULY 20, 2001*:

H3 Firefighter/Paramedic

Robert Weaver

Reporting the following PERMANENT appointment effective *August 26, 2003*:

1842 Management Assistant

June M. Waechtler

Reporting the following TEMPORARY EXEMPT appointments effective *SEPTEMBER 16, 2003*:

7334 Stationary Engineer (As Needed)

Hyon Chang (vice: Hyon Chang)
Ronnie Medina (vice: Ronnie Medina)

C. Retirement

Communication received from Retirement Board indicating the following member has retired:

Name	*Rank*	*Type*	*Retirement Date*
Bonnici, John	H30 Captain	Service	Sep. 02, 2003

(Retirement Certificate will be presented at a Fire Commission meeting in November)

D. Suspension

Reporting suspension of the following:

No./Rank of Members	*Unit*	*Days*	*Dates*	*Violation of*
1 H2 Firefighter	Engine 14	2	10-01-03 thru 10-02-03	Sec. 3942 (Unauthorized Use or Disposition of Property) GO 02 A-79 (Department Electronic Communications Policy
1 6281 FSI-II	BFP	8	09-29-03 thru 10-09-03	Sec. 3923 (Disobedience) Sec. 3924 (Insubordination) Sec. 3915 (Proper Behavior) Sec. 3916 (Unauthorized Absence from Stations) Sec. 3905 (Unfamiliarity with Rules)

E. Leave of Absence

Submitting request for leave of absence with pay for Captain James Lee, Bureau of Equipment, for four days, September 30 through October 3, 2003, in order to visit Spartan Motor facilities to examine new products and to meet with Spartan Motor personnel, in

Lansing, Michigan. All expenses will be paid by Spartan Motor Chassis, Inc. Captain Lee will not be replaced.

F. Leaves of Absence with Pay

Submitting requests for leaves of absence with pay for the time period from May 2003 through December 2003 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	1222 Sr. Payroll/Personnel Clerk	40
21	H2 Firefighter	457
7	H3 Firefighter/Paramedic	134
4	H20 Lieutenant	34
1	H40 Battalion Chief	8
	Total number of Days with Pay	673

Submitting requests for intermittent leaves with pay for the time period from July 2003 through December 2004 for the following:

1	H2 Firefighter	Jul. 27, 2003 – Jul. 26, 2004
1	H2 Firefighter	Nov. 04, 2003 – Nov. 04, 2004
1	H2 Firefighter	Sep. 01, 2003 – Sep. 01, 2004
1	H2 Firefighter	Aug. 17, 2003 – Aug. 16, 2004
2	H2 Firefighter	Aug. 25, 2003 – Aug. 25, 2004
1	H2 Firefighter	Sep. 06, 2003 – Sep. 06, 2004
1	H2 Firefighter	Dec. 20, 2003 – Dec. 20, 2004
1	H3 Firefighter/Paramedic	Jul. 12, 2003 – Jul. 12, 2004
1	H3 Firefighter/Paramedic	Aug. 31, 2003 – Aug. 31, 2004
1	0140 Chief of Department	Aug. 01, 2003 – Oct. 31, 2003

G. Leaves of Absence without Pay

Submitting requests for leaves of absence without pay for the time period from August 2003 through November 2003 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
4	H2 Firefighter	106
1	H3 Firefighter/Paramedic	36
	Total number of Days w/o Pay	142

H. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Truck 11	03-4-001	7/2/03	617	A	File

Cause: Driver training - Tiller overcompensated while making a left turn striking a parked civilian vehicle

Engine 1	03-4-002	7/3/03	537	B	Bill
Cause:	While returning to quarters, Eng 1 struck civilian car door which was opened into traffic				
Medic 43	03-4-003	7/7/03	736	A	File
Cause:	While returning to quarters, Medic 43 struck mirror of a parked civilian vehicle				
Engine 9	03-4-004	7/11/03	597	A	File
Cause:	While preparing to leave after drill at Treasure Island, driver of Eng 9 accidentally engaged transmission into reverse and backed into stationary object				
Engine 21	03-4-005	7/14/03	526	A	File
Cause:	Misjudged clearance - While positioning at an incident, Eng 21 clipped a parked civilian vehicle				
Truck 5	03-4-006	7/15/03	625	A	File
Cause:	While responding with red lights and siren, tiller section of Trk 5 struck a parked civilian vehicle				
Medic 18	03-4-007	7/15/03	739	C	File
Cause:	While attempting to change lanes, Medic 18 failed to anticipate other vehicle's movement and scraped the side of the other vehicle				
DOT	03-4-008	7/16/03	301	B	Bill
Cause:	While travelling through an intersection with a green light, department vehicle was struck by another vehicle in the intersection				
Truck 7	03-4-009	7/16/03	620	A	File
Cause:	While exiting station with red lights and siren, driver of Trk 7 turned too sharply causing apparatus to strike bollard				
Engine 37	03-4-010	7/17/03	596	A	File
Cause:	While returning from an incident and making a left turn, Eng 37 struck a stopped vehicle				

Medic 7	03-4-011	7/18/03	734	B	Bill
Cause:	While parked at an incident, Medic 7 was scraped by a civilian vehicle attempting to pass through a narrow space between parked cars				
Medic 13	03-4-012	7/19/03	719	B	File
Cause:	While parked at an incident, Medic 13 was struck by a Budget Rental truck that did not stop				
Engine 1	03-4-013	7/22/03	537	A	File
Cause:	Driver training - While exiting station during driver training, Eng 1 struck station wall				
Engine 26	03-4-014	7/23/03	599	A	File
Cause:	While attempting to turn around in a dead-end street, Eng 26 struck a stationary pole; guides were posted, driver did not hear warning				
Medic 15	03-4-015	7/26/03	738	A	File
Cause:	While turning right, Medic 15 struck a civilian vehicle that was also making a right turn				
EMS RC 3	03-4-016	7/27/03	918	B	File
Cause:	While responding with red lights and siren, and having gained control of the intersection, RC 3 was struck by a civilian vehicle making a left turn				
Engine 5	03-4-017	7/29/03	535	B	Bill
Cause:	While double parked on Webster Street, Eng 5 was struck by a taxi pulling out of a parking lot				
Engine 36	03-4-018	7/10/03	514	C	File
Cause:	While responding with red lights and siren, Eng 36 failed to gain control of the intersection, and was struck by a civilian vehicle				
Engine 1	03-4-019	7/20/03	537	A	File
Cause:	While positioning Eng 1 for a drill, driver's foot slipped from brake pedal and Eng 1 struck a limousine				

Truck 8	03-4-020	7/25/03	623	C	File

Cause: Misjudged clearance (tiller) - While responding with red lights and siren, and making a right turn, Trk 8 struck a civilian vehicle

Truck 8	03-4-021	7/27/03	623	A	File

Cause: Misjudged clearance (tiller) - While making a right turn, the tiller section of Trk 8 struck a stopped vehicle

Truck 12	03-4-022	7/28/30	606	A	File

Cause: While enroute to Central Shops, Trk 12 side swiped a civilian vehicle in an adjacent lane

Medic 3	03-4-023	7/31/03	735	B	File

Cause: While parked in front of Station 3, Medic 3's side mirror was struck by a hit and run vehicle

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

I. Communications Received by Commission

Communications received by the Commission from September 5 through September 18, 2003, will appear in the agenda of a regular meeting at a later date.

Commissioner del Portillo moved and Commissioner Conroy seconded. There were no questions or discussion and Items A through I on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted four letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Report

Report from Chief of Department Mario H. Treviño on current issues, activities and events in the Department.

Mario Treviño, Chief of Department, informed the Commission that Department staff will be appearing before the Board of Supervisors on two issues. The first issue is the release of reserves for the Division of Training and the second deals with Station 33 issues and the Commission will be kept apprised of the result of the proceedings.

Furthermore, the Department had been asked to submit names for Firefighter of the Year from several different agencies. After selection and review, the names will be forwarded to the agencies in question, including the Phoenix Society, for recognition of their contributions to the Department and to public safety.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. FY 2003-04 Annual Statement of Purpose [Second Reading]

(Cont'd from Meetings of 07-31-03, 08-28-03 and 09-11-03)

Note: This item was continued to the meeting of October 9, 2003.

D. Fire Commission Resolution

Discussion and action on Resolution No. 03-7 regarding ambulance spare tire.

Note: This item was continued to the meeting of October 9, 2003.

E. Special Presentation

New concept in firefighter safety – Highrise building air supply

Gary Massetani, Assistant Deputy Chief, stated that at the direction of the Commission he investigated the installation of permanent air supply systems which would be used by emergency responders in highrise buildings. The system consists of providing compressed air to the upper floors of highrise building thereby eliminating the necessity of carrying extra bottles to upper floors during greater alarms to replenish air supply. Chief Massetani pointed out that the system would make more personnel available to attack the fire during an incident without having to use those resources to transport the bottles.

Furthermore, Chief Massetani surveyed other fire departments in the Bay Area, California and the Western States who have supported this product and incorporated it in their ordinance and code processes. The City of Sacramento Fire Department has installed the system in their State buildings, as well as the cities of Fremont and Daly City, Reno, Nevada and Phoenix, Arizona. The concept of the system is supported by Firefighters Local 798, SFFD's Highrise Committee and the State Fire Marshal's office. Chief Massetani introduced Tony Turiello, representative, for the Firefighter Air System.

Mr. Turiello described the Firefighter Air System in detail and enumerated the types of complex structures that would benefit, namely, hotels, highrise hotels, apartments, offices and hospitals, as well as underground structures such as subways and tunnels. He noted that one of the most challenging operations is providing an adequate supply of SCBA cylinders to firefighters in highrises and tunnel incidents. Mr. Turiello pointed out that water delivery had been modernized many years ago through building-installed standpipes.

Mr. Turiello offered the Firefighter Air System as a solution to the above problems. It is a building-installed breathing air replenishment system appurtenatly installed within the structure, essentially, a standpipe for air. A Fire Department mobile truck would come to the scene and would connect to a Fire Department connection panel – a key component of the system. The permanently installed tubing would run up the structure to the pre-determined locations that would either be fill panels or fill stations which firefighters would access during an emergency incident to refill their SCBA cylinders. Mr. Turiello provided descriptions of incidents where the system was used and covered the issue of safety liability. He added that the system would have no budgetary impact on the City nor the Fire Department since the cost of the system would be incorporated into the construction cost of a building as a fire safety system.

Mr. Turiello hoped that the Commission would direct staff to create a detailed implementation plan for the Firefighter Air System and present it at the November 13th Commission meeting. He suggested that concurrent with the review and approval of that plan, an ordinance could be introduced at the Board of Supervisors for hearings, consideration and adoption.

Chief Massetani suggested creating a committee to develop the installation criteria to meet the operation requirements of the San Francisco Fire Department composed of Suppression chiefs from the divisions and battalions, a Highrise Committee representative, the Safety Officer, a Health and Safety Committee representative and a firefighter representative from Local 798.

Discussion ensued with Commissioners asking questions and Mr. Turiello and Chief Massetani responding.

In closing, Commissioner Nakajo suggested that Chief Massetani appear before the Commission, at its November 13th meeting, with a Resolution from the Commission stating that the Fire Department supports the concept of the Firefighter Air System and the Commission approves the next level of development.

Note: A copy of Mr. Turiello's presentation is attached to the Minutes

5. PUBLIC COMMENT

Frank Kelly, Secretary, San Francisco Firefighters Local 798, remarked that highrise fires are extremely dangerous to firefighters due to high possibility of contaminated air because if a firefighter runs out of air on the upper levels of a highrise and removes his mask, there would only be contaminated air.

Mr. Kelly pointed out that there is close to a billion dollars available in FEMA grants. He suggested the possible purchase of another mobile air unit, which would be far less expensive to building owners than the cascade system. Mr. Kelly noted that should there be a catastrophe similar to the 9/11 event in New York, a mobile system would be far more expedient.

Ernest Li, Captain, Fire Prevention, spoke of the deep cuts to the Department during the past budget process and believed they directly impacted the citizens of the City since no proactive decisions were made to preserve citizen welfare. Public Education, NERT and Community Relations were cut – programs which prepare the citizens for emergencies. Captain Li believed that by cutting this vital linkage to the community, the Department had abdicated its leadership role and its responsibilities. He stated that the Department must continue to teach the citizenry how to take care of themselves before, during, and after emergencies and catastrophes, especially during fiscally lean times. Captain Li urged the Department's managers to be proactive and the Administration to have a vision.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:00 p.m.

Tania Bauer
Secretary

FIREFIGHTERS AIR SYSTEM

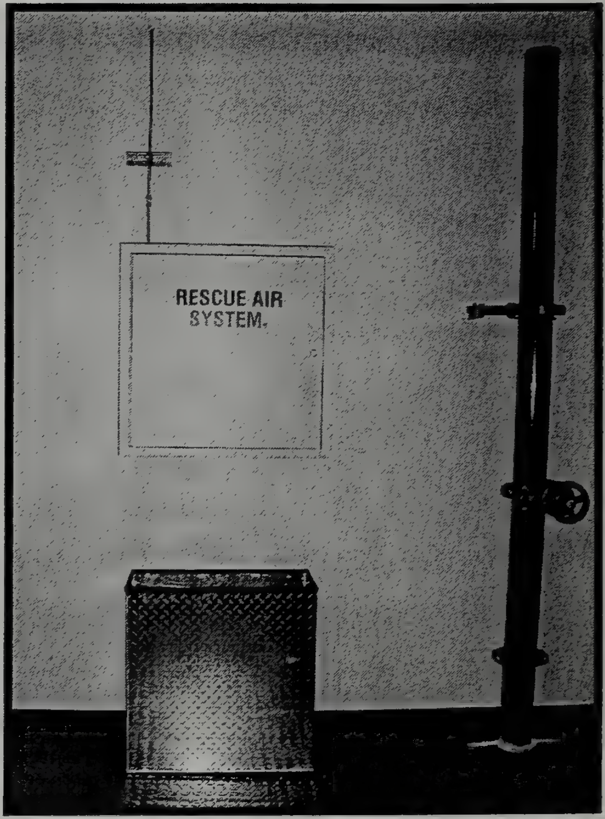
Introduction

The firefighters air system provides a safe and reliable source of breathing air replenishment to firefighters where they need it most: at the staging area of a complex structure fire. The system is a "standpipe for air" permanently installed within high-rise buildings, large horizontal buildings and underground subway systems. With fill stations located throughout a structure, the system allows firefighters to refill empty SCBA cylinders within close proximity to the emergency incident.

It's common knowledge in the fire service that air replenishment is one of the most labor-intensive logistical operations facing firefighters during a fire in a high-rise building or other complex structure. A large percentage of firefighters are dedicated to providing an adequate supply of air cylinders to the staging area, not to fire attack. Trained personnel are used to fill and transport air cylinders to and from the staging area – personnel that could otherwise be used for fire attack, evacuation, search and rescue, lobby control, medical and other critical tasks. By eliminating the need for air cylinder transport, the firefighters air system allows fire departments to maximize their existing resources.

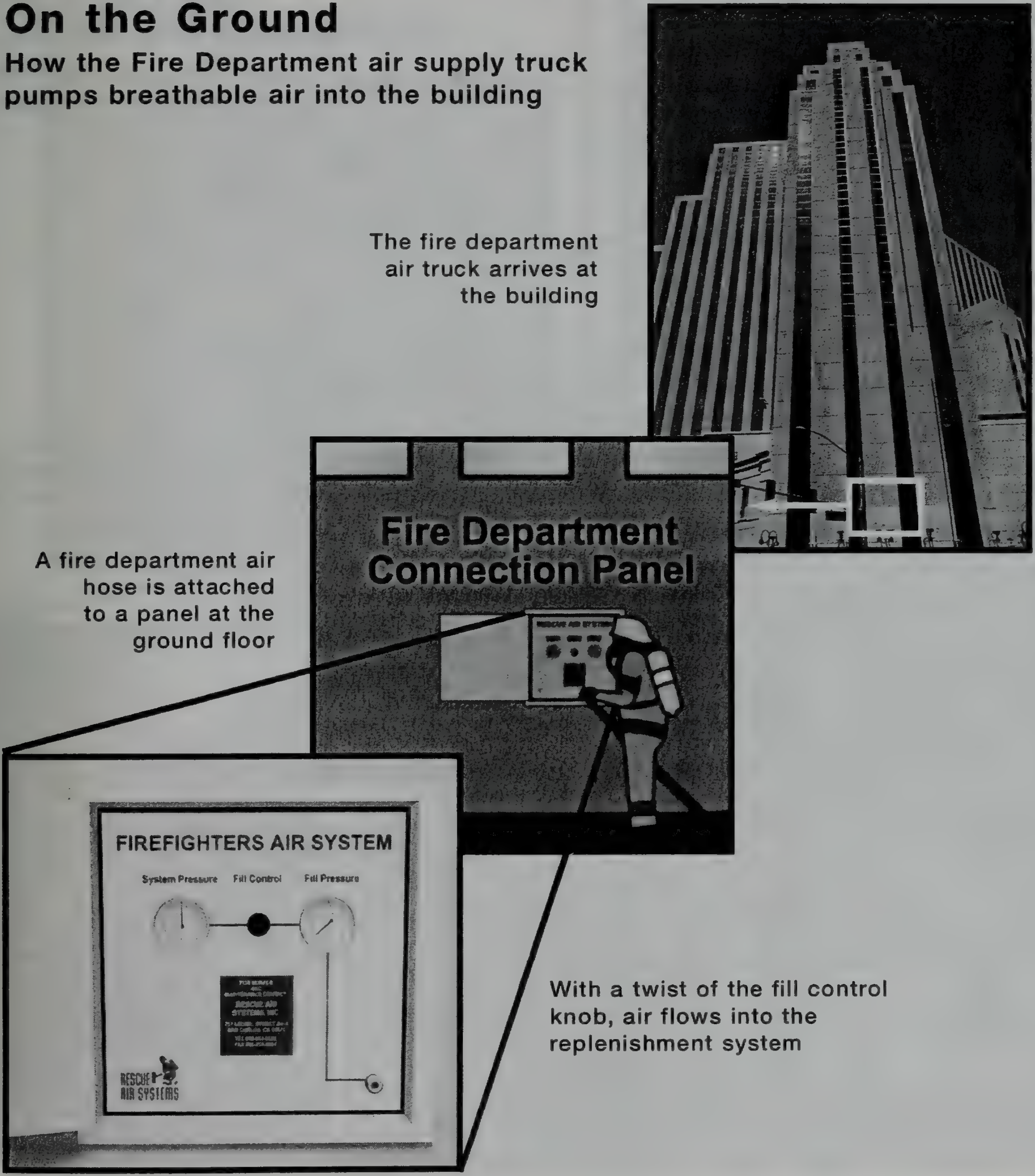
The firefighters air system saves time, saves money and saves lives.

RESCUE AIR SYSTEM



On the Ground

How the Fire Department air supply truck pumps breathable air into the building


Fire Department Connection Panel
FIREFIGHTERS AIR SYSTEM
System Pressure
Fill Control
Fill Pressure
RESCUE AIR SYSTEMS

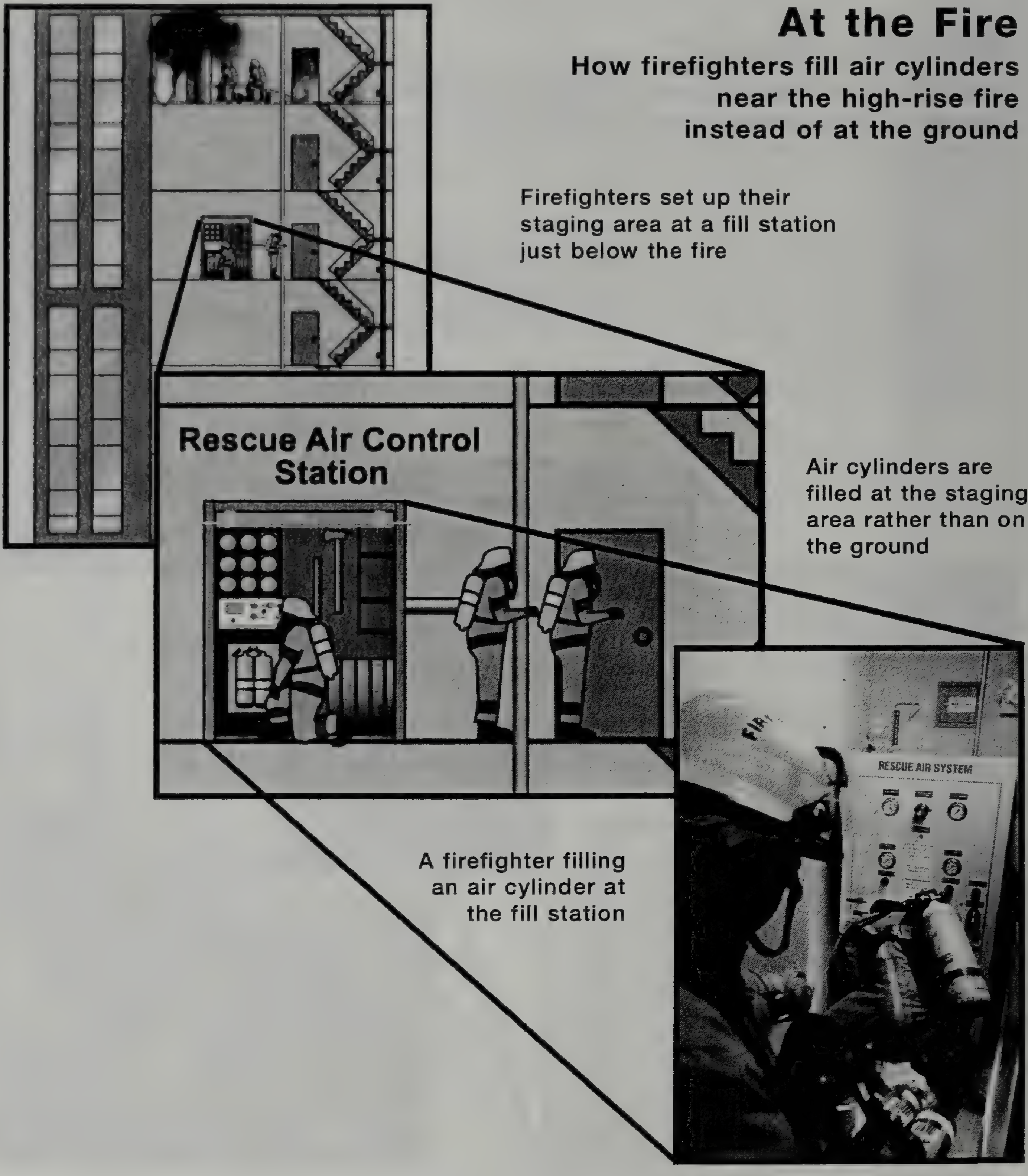
The fire department air truck arrives at the building

A fire department air hose is attached to a panel at the ground floor

With a twist of the fill control knob, air flows into the replenishment system

At the Fire

How firefighters fill air cylinders near the high-rise fire instead of at the ground


Rescue Air Control Station
RESCUE AIR SYSTEM

Firefighters set up their staging area at a fill station just below the fire

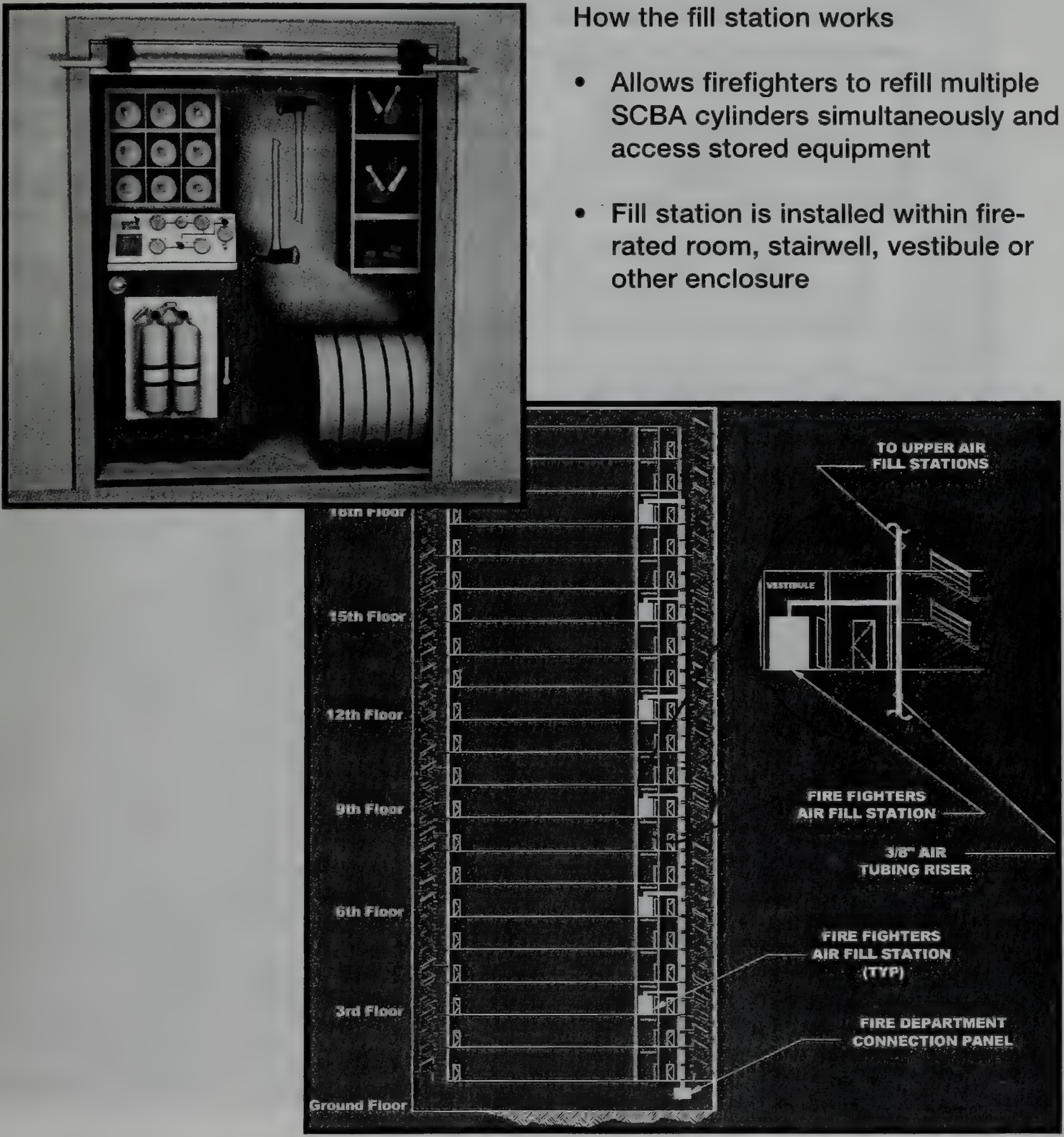
Air cylinders are filled at the staging area rather than on the ground

A firefighter filling an air cylinder at the fill station

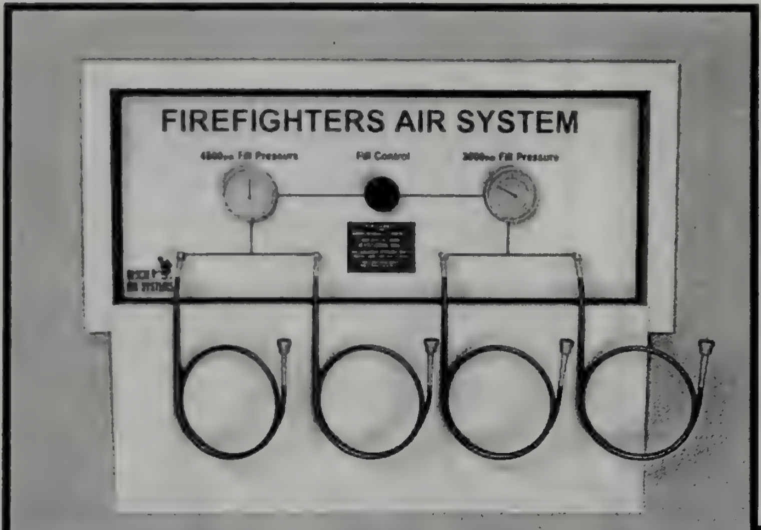
Fill Station Option

How the fill station works

- Allows firefighters to refill multiple SCBA cylinders simultaneously and access stored equipment
- Fill station is installed within fire-rated room, stairwell, vestibule or other enclosure

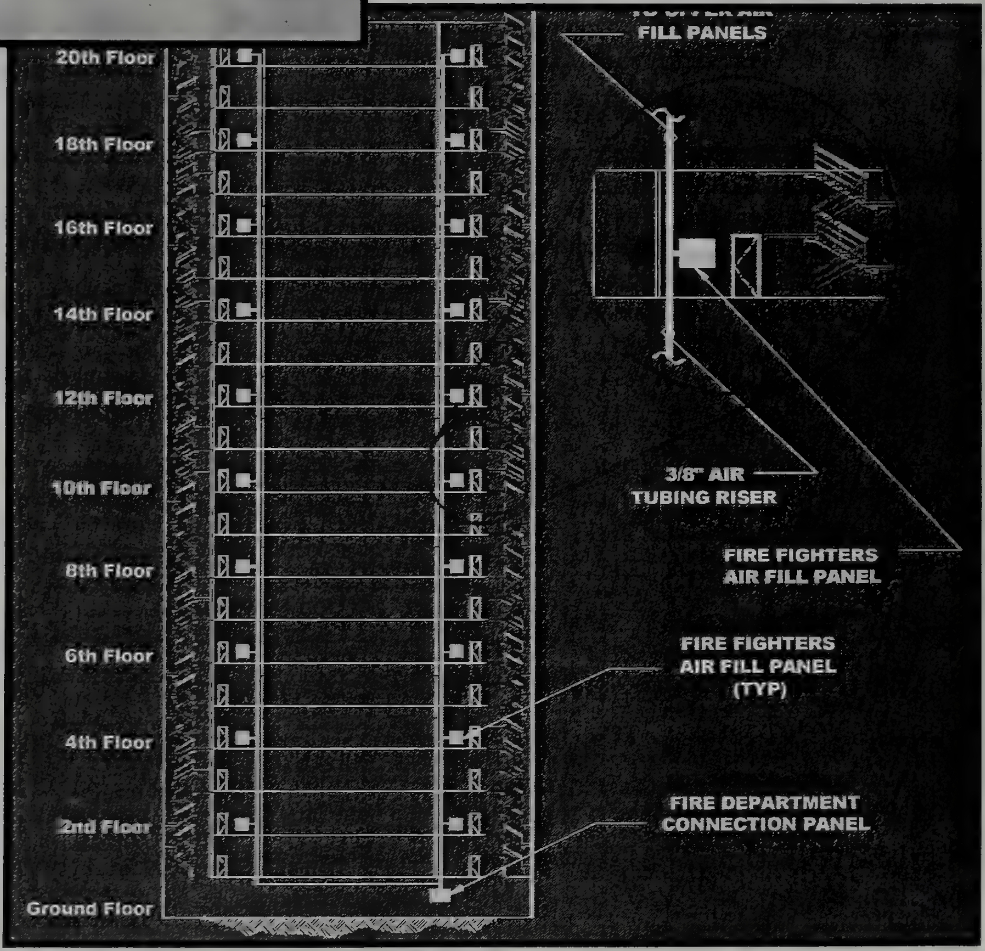

18th Floor
15th Floor
12th Floor
9th Floor
6th Floor
3rd Floor
Ground Floor
TO UPPER AIR FILL STATIONS
VESTIBULE
FIRE FIGHTERS AIR FILL STATION
3/8" AIR TUBING RISER
FIRE FIGHTERS AIR FILL STATION (TYP)
FIRE DEPARTMENT CONNECTION PANEL

Fill Panel Option


FIREFIGHTERS AIR SYSTEM
Fill Control

How the fill panel works

- This panel allows for up to four firefighters to simultaneously refill empty SCBA cylinders
- Panel is installed within fire-rated room, stairwell, vestibule or other enclosure


FILL PANELS
20th Floor
18th Floor
16th Floor
14th Floor
12th Floor
10th Floor
8th Floor
6th Floor
4th Floor
2nd Floor
Ground Floor
3/8" AIR TUBING RISER
FIRE FIGHTERS AIR FILL PANEL
FIRE FIGHTERS AIR FILL PANEL (TYP)
FIRE DEPARTMENT CONNECTION PANEL

Facts

Here are some frequently asked questions about the firefighter air system.

What is the firefighter air system?

The firefighter air system is a building-installed breathing air replenishment system – a "standpipe for air" permanently installed within a building. This system provides firefighters with a safe and reliable source of breathing air replenishment within close proximity of the emergency incident.

Why is this system needed?

One of the most labor-intensive operations in a complex structure fire is providing an adequate supply of air cylinders to the firefighters. A large percentage of firefighters at the scene are not being used for fire attack. Instead, highly-trained personnel are being used to fill and transport air cylinders to and from the staging area rather than for fire attack, search and rescue, medical, lobby control and other critical tasks. This is a time-intensive operation. And time makes the difference between life and death for firefighters and building occupants.

How does the system work?

The fire department's mobile air truck arrives at the scene, accesses the system from street level, and pumps breathing air into the system. Permanently installed stainless steel 3/8" tubing carries the compressed breathing air throughout a large building. The air travels through the tubing distribution system to air outlets strategically located in lockable enclosures throughout the building. This allows firefighters to refill empty air bottles at outlet panels or stations closest to them.

How does it improve fire ground operations?

While water delivery throughout a building has been modernized through standpipes and hose wells, air delivery is still done the old fashioned way: firefighters carry heavy air bottles on their backs as they ascend to the fire level, while many more firefighters are deployed to do nothing but fill spare air bottles and carry filled and expended bottles up and down the stairs. The firefighter air system eliminates the need for transporting air bottles from staging, down to the mobile air truck, and back up again. Emergency personnel operating inside the building have the ability to refill empty air cylinders quickly and safely. Highly trained firefighting crews previously used to transport air bottles can now be used for fire attack, search and rescue, medical and other critical operational needs.

Why should a department consider this system?

Three reasons: The firefighters air system saves time, saves money and saves lives.

1. It's faster. Travel distance to refill empty air cylinders is dramatically reduced. Trained firefighters are no longer used to shuttle air bottles to and from the fire attack area, more firefighters are engaged in fighting the fire, rescuing occupants and protecting property.

2. It dramatically increases firefighter safety. Firefighters are able to replenish empty air bottles within the building quickly, safely and much closer to the incident.

3. There is no cost to the fire department. This is a building-installed system, so it does not impact the fire department budget.

Does a fire department need any new equipment to use the system?

No. This system is an extension of the fire department's current air replenishment equipment. This system utilizes existing technologies familiar to all fire departments – breathing air technology that has been in use for more than 50 years The building-installed system's connecting valves, hoses and fittings are matched to meet the fire department's existing air apparatus.

Who certifies this system?

All jurisdictions that require these systems have rigid specifications regarding the design, installation, testing and certification processes. Certification typically occurs at five points in the process of installation and is always part of a building's ongoing safety maintenance program.

Check One: The installing contractor provides design drawings, engineered calculations and complete product data sheets that include all components of the firefighter air system. The complete submittal package is referred to both the Building and Fire departments for approval.

Check Two: Building and Fire officials perform field inspections during the installation process.

Check Three: Air samples are taken from the installed system and sent to an independent lab for analysis and certification.

Who certifies this system? (cont.)

Check Four: The Fire Department performs practical tests and drills utilizing the system to confirm the functionality and compatibility of the system with the fire department's existing equipment.

Check Five: The building owner presents proof of an ongoing testing and certification program to the Building and Fire departments prior to receiving a final certificate of occupancy.

On a go-forward basis: The building owner is required to provide an ongoing periodic testing and certification program. The owner is required to provide the Fire Department with the name and contact information of the testing and certification contractor. The contractor is notified by the Fire Department that the contractor must give notice to the Fire Department if the building owner cancels the testing and certification contract.

What about training?

Training firefighters to use the system takes less than 30 minutes. Standard procedure is to train all three shifts on the system's use in separate training sessions. All operations personnel should be trained on the system's use.

Where did the firefighter air system come from?

It was conceived by a fire marshal and operations chief in a suburb of San Francisco in 1988, right after firefighters in Los Angeles hauled 600 air bottles up 10 – 15 flights of stairs while battling the First Interstate Bank building fire. The fire marshal suggested a "standpipe for air" to the developer of a high-rise hotel. The hotel's developer hired a local company to design, engineer and install it, and a new innovation in firefighter safety was born.

How many buildings have installed the firefighter air system?

More than 170, in six states.

How much does it cost?

For a typical 20-story building, the cost is roughly $75,000, less than .00125% of the building's core cost. Because the system means firefighters can be more effective more quickly, insurance credits may offset the owner's cost.

City of Philadelphia

PERSONNEL DEPARTMENT
1401 J.F.K. Blvd, 15th Floor
Philadelphia, PA 19102-1675

LYNDA ORFANELLI
Director

September 3, 2003

San Francisco Fire Commission
698 2nd Street
San Francisco, CA 94107

San Francisco Fire Commission:

I would like to express to you my appreciation for permitting Battalion Chief Frank Cardinale to come to Philadelphia from April 28, 2003 to May 1, 2003 to participate in the oral examination for Fire Captain. The level of expertise and professionalism he demonstrated was very high.

I hope that Battalion Chief Cardinale both profited from and enjoyed his experience as an oral board panel member in this important endeavor. The performance of the individuals promoted from the list created, as a result of this examination, will profoundly affect the lives of the citizens of the City of Philadelphia.

Once again I would like to express my appreciation and thank you for your assistance in providing this important public service.

Sincerely yours,

Mark O'Connor
Uniform Team Manager

cc: Battalion Chief Frank Cardinale

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"Celebrating Our 60th Anniversary"

Chief Mario Trevino
San Francisco Fire Departmen
698 Second Street
San Francisco, CA 94107

22 August 2003

Dear Chief Trevino,

I wish to express to you and the members of your department that provided training to over thirty members our volunteer crew members in the use of cardiac arrest defibrillation equipment and CPR our sincere appreciation for this valuable training.

This training not only enhances their value as crew members, but in skills of value in their own homes and communities. The training was provided our deck department members on 20 August and our engine department on 21 August.

Paramedic Captain Kevin Chocker, ably assisted by paramedics Terry Houge and Michael Creedon, and firefighter/paramedic John Mayberry by their obvious professionalism, dedication and enthusiasm ensured an attentive and receptive student body.

Captain Chocker, Terry Hogue, Michael Creedon, and John Mayberry represent your department in a most positive and commendable manner. We have other disaster training needs that we would like to have your personnel conduct in future, if possible.

Tom Patterson

T.J. Patteson.
Rear Admiral,USMS (Ret.)

Chief Trevino,

Our Son Richard is a LT FDNY with
21 years of Service. He survived 9-11 but
was trapped. He will make Captain thi
year. We have fire fighters in our crew
Thanks again for helping. Tom

Pier 23, San Francisco, CA 94111 • Tel (415) 544-0100 • Fax (415) 544-9890 • e-mail: liberty@ssjeremiahobrien.org • www.ssjeremiahobrien.org

To: CDS 1, 2,
Cc: Fire Commissr

10 Sept 03

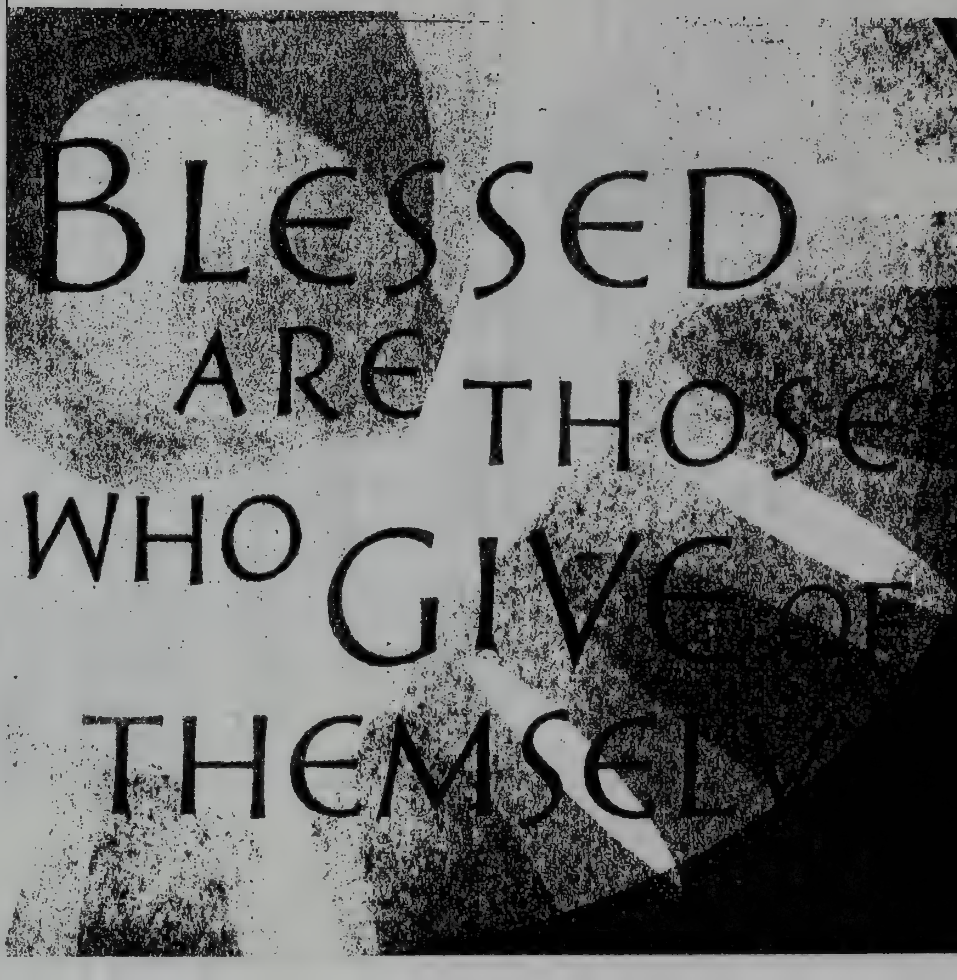
Dear Lt. Suratovac,

Thank you for your help with the photos of the Fire Boat.

With Grateful Thanks

It went well. It was an overcast kind of day but I was prepared for that. So many changes have ocurred in that part of town, that I felt like I was a tourist! Sincerely,

Fred


BLESSED
ARE THOSE
WHO GIVE OF
THEMSELV

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allmark.com

Fire Administrative Officer@CCSF

09/11/2003 04:02 PM

To: Mario Trevino@CCSF
cc: Joseph Asaro@CCSF, Raymond Balzarini/SFFD/SFGOV@SFGOV, Tania Bauer/SFFD/SFGOV@SFGOV, Secretary FireChief/SFFD/SFGOV@SFGOV, Ginny O'Shaughnessy/SFFD/SFGOV@SFGOV, Mary O'Riordan/SFFD/SFGOV@SFGOV
Subject: Another Happy Customer

---------------------- Forwarded by Fire Administrative Officer/FIRE/CCSF on 09/11/2003 16:10 ---------------------------

Christi Cavallaro <Christi_Cavallaro@chroniclebooks.com> on 09/11/2003 15:42:43

To: "'Fire Administrative Officer'" <fire_administrative_officer@ci.sf.ca.us>
cc:

Subject: Thank you so much!

Dear Lt. Juratovac,

I just want thank you so much for arranging the details for yesterday's Stacey's event. The whole thing came off without a hitch and everyone involved was very pleased. Thank you again.

I will send you momentarily the exact details of the next two upcoming events.

You are a godsend. Thank again.

Christi Cavallaro

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 03-32

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – October 9, 2003 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

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1. **ON ROLL CALL,** the following were noted present:

President Stephen A. Nakajo
Commissioner Pat Norman
Commissioner Carlota del Portillo

Vice President Russell S. Roeca, and Commissioner Paul A. Conroy were excused for business reasons.

Mario H. Treviño - Chief of Department
Raymond Balzarini - Deputy Chief, Operations
Joseph C. Asaro - Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Bernie F. Lee - Division of Airports
Lorrie A. Kalos - Division of Support Services
Joanne Hayes-White - Division of Training
Gary P. Massetani - Division of Fire Prevention & Investigation

Chief Officers – Firefighting Services:

Johnny R. Lo - Division 2
Aaron C. Stevenson - Division 3

2. **APPROVAL OF THE MINUTES**

Minutes of the Regular Meeting of September 25, 2003, were not ready for approval.

3. **CONSENT CALENDAR**

All matters listed hereunder (Items A through F) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during September 2003.

Physician's Reports

Submitting biweekly reports of Fire Department Physician concerning disability injuries, August 30 through September 12, 2003, and September 13 through September 26, 2003.

B. Retirement

Communication received from Retirement Board indicating the following member has retired:

Name	*Rank*	*Type*	*Retirement Date*
Clifford, John G.	H2 Firefighter	Service	Sep. 24, 2003

(Retirement Certificate will be presented at a Fire Commission meeting in November)

Note:
Firefighter John Clifford has tentatively changed his retirement date to October 31, 2003. Therefore, this item will reappear in an upcoming agenda.

C. Military Leaves

Submitting for approval applications from one member for Military Leaves of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Donnelly, Mark CMSGT	H30 Capt.	09-17-03 thru 09-18-03	2	US Air Force Res. Travis AFB, CA	Attend Active Duty Training
		09-20-03 thru 09-21-03	2	US Air Force Res. Travis AFB, CA	Attend Active Duty Training

D. Suspension

Reporting suspension of the following:

No./Rank of Members	*Unit*	*Days*	*Dates*	*Violation of*
1 H10 Incident Support Specialist	VR10	4	10-11-03 10-12-03 10-14-03 10-15-03	Sec. 3905 (Unfamiliarity with Rules) Sec. 3922 (Acts Detrimental to Welfare of Department) Sec. 3942 (Unauthorized Use or Disposition of Property)

E. Leaves of Absence

Submitting requests for leaves of absence with pay for the following:

Inspector Therese Gee, Bureau of Fire Prevention, for four days, September 23 through September 26, 2003, in order to attend the *40-Hour HazWoper* Class presented by Compliance Solutions in Oakland, California. All expenses will be paid by Inspector Gee. She will not be replaced.

Inspector William Bigarani, Bureau of Fire Prevention, for five days, November 10 through November 14, 2003, in order to attend *CSFM Fire Prevention 3A (Hydraulic Sprinkler Calculations Course)* presented by Industrial Emergency Council in San Carlos, California. All expenses will be paid by Inspector Bigarani. He will not be replaced.

F. Communications Received by Commission

Communications received by the Commission from September 19 through October 2, 2003, will appear in the agenda of a regular meeting at a later date.

Commissioner del Portillo moved and Commissioner Norman seconded. There were no questions or discussion and Items A through F on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted seven letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department Mario H. Treviño on monthly status of department personnel, equipment and apparatus for September 2003.

Mario Treviño, Chief of Department, informed the Commission that staff had been working on the Station 33 issue. Supervisor Sandoval requested that the Department provide further information regarding the cost of continuing to staff the station. He asked that the Department consider three different options to keep Engine 33 staffed during the seismic retrofit: (1) sale of the Department's surplus property; (2) closure of any or all battalion chief's positions necessary to fund the staffing of Engine 33; (3) brown-out of units throughout the City to staff Station 33's district. The Department indicated that neither closure of battalions nor brownout of other units is acceptable and will continue to pursue these issues with the Board of Supervisors as necessary.

Chief Treviño noted that the Redmond Symposium sponsored by the International Association of Firefighters (IAFF) was held in San Francisco. Various members of the Department attended and feedback was positive.

Furthermore, the Fire Apparatus Manufacturers' Association Conference (FAMA) is also holding their conference in San Francisco and Chief Treviño will provide the welcome address.

Commissioner Nakajo requested a report for the October 23rd Regular Commission meeting on the history, current status and value of properties that the Fire Department holds. In addition, Commissioner Nakajo asked that the Department continue to provide information to Supervisor Sandoval's office. It seems that there exists a great deal of misinformation and clarification should be welcome.

Chief Treviño responded that the Department would continue to provide the best available information that it has to the Supervisor's office. The Chief believes that a great deal of the information that Supervisor Sandoval receives is miscommunication, or misinformation, and comes from other sources within the Department and not the Administration and, therefore, can be erroneous and difficult to control.

Commissioner del Portillo noted that the Department must take the opportunity to inform the constituents that are in Station 33's response area that at no time were they not to be fully supported and all services available to them. Additionally, the positive aspects of the retrofit must be pointed out, and that it will be a better and safer place for the firefighters once the station reopens in ten months.

In closing, Commissioner Norman pointed out that the Department has been closing and retrofitting stations since 1992, as a post-Loma Prieta earthquake requirement. She stated that it should be explained to the constituents of Station 33, who maintain that the Station once closed will remain closed, that it is extremely unlikely that the Department would spend a considerable amount of money to retrofit the station and then not open it.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. FY 2003-04 Annual Statement of Purpose [Second Reading]
(Cont'd from Meetings of 07-31-03, 08-28-03, 09-11-03 and 09-25-03)

Commissioner Nakajo acknowledged Commissioner Roeca's work on the Statement of Purpose and expressed the Commissioners' appreciation.

Commissioner del Portillo moved and Commissioner Norman seconded. There were no questions or discussion and FY 2003-04 Annual Statement of Purpose was adopted.

D. Report from Suppression

Raymond Balzarini, Deputy Chief, Operations, stated that in this reporting period, September 9 though October 8, 2003, there were five greater alarms – all second alarms.

September 11, 2003 – 2483 Bryant Street
At 16:04 hours, 2nd alarm in a three-story, commercial and residential, Type 5 building: 23 units and 71 firefighters responding. Red Cross notified as 12 adults and 2 children were displaced. Incident commander: Chief Bracco

September 17, 2003 – 369 Ellis Street
At 15:45 hours, 2nd alarm in a two-story commercial and residential, Type 3 building: 22 units and 65 firefighters responding. Incident commander: Chief Harrington

September 18, 2003 – 690 Clarendon Street
At 02:03 hours, 2nd alarm in a three-story residential, Type 5 building: 23 units and 72 firefighters responding. Red Cross notified as 2 adults were displaced. Incident Commander: Chief Bracco

September 30, 2003 – 2704 24th Street
At 21:35 hours, 2nd alarm in two-story commercial and residential, Type 5 building: 24 units and 67 firefighters responding. Red Cross notified as 25 adults and 3 were children displaced. Incident commander: Chief Lo

October 3, 2003 – 971-973 Guerrero Street
At 12:23 hours, 2nd alarm in three-story residential, Type 5 building: 23 units and 67 firefighters responding. Incident commander: Chief of Department

Chief Balzarini noted that working fires have increased to a total of 32 in this period with three working fires and a greater alarm on September 11th. Furthermore, on October 6th there was the annual San Francisco International Airport drill with, for the first time, a venue of weapons of mass destruction and terrorism. Numerous agencies from within San Francisco and San Mateo counties were involved.

Discussion ensued with Commissioners asking questions regarding weapons of mass destruction and with Chief Balzarini responding

E. **Report from Emergency Medical Services**

Chief Treviño stated that EMS staff was not available for this meeting and made the following announcement: *The EMS Division has recently relocated from their former location in the Presidio. The EMS Chief, EMS Medical Director, EMS Operations Chief, QI Captains and administrative assistants are getting settled at Headquarters. The EMS Training staff and Assistant EMS Medical Director are getting settled at the training facility on Treasure Island, and the Medical Records staff have been relocated to Evans Street. Due to the fact that EMS computer networks and records were not available during the complex move, there will be no EMS presentation at the October 9th Commission meeting. EMS staff looks forward to the next EMS presentation at the November 13th Fire Commission meeting.*

F. **Fire Commission Resolution** (Cont'd from Meeting of 09-25-03)

Discussion and action on Resolution No. 03-7 regarding ambulance spare tire.

Commissioner del Portillo moved and Commissioner Norman seconded. There were no questions or discussion and Resolution No. 03-7 was adopted.

5. **PUBLIC COMMENT**

Michael Tragesser, Firefighter/Paramedic, referring to the closure of Station 33, pointed out that Supervisor Sandoval may have a point since it was unprecedented that when a station closed for retrofit that the company was not housed in a nearby station in the same battalion.

Mr. Tregasser informed the Commission that he had been to the Homeland Security training in Anniston, Alabama, where he trained in a real nerve gas environment with a filter mask. He pointed out that he was the only one attending from San Francisco and the only one who was not paid by his department. Mr. Tragesser suggested that turnout for this exceptional training would be greater if the Department would pay.

Ken Smith, Firefighter, noted that he had been in Anniston, Alabama, for training approximately eight months ago. He believed that it was not always necessary to be paid for certain training that an individual was interested in. Furthermore, so much was already provided: air flight, room and board, and the training itself with a live agent. Mr. Smith believes that the confidence he gained in dealing with a live agent can be applied in San Francisco, should such an event ever occur.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 6:40 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
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Tania Bauer, *Secretary*

ANNUAL STATEMENT OF PURPOSE

Fiscal Year 2003-2004

It is the responsibility of the Fire Commission to ensure that the San Francisco Fire Department effectively implements its Mission:

> *The Mission of the Fire Department is to protect the lives and property of the people of San Francisco from fires, natural disasters, and hazardous materials incidents; to save lives by providing emergency medical services; to prevent fires through prevention and education programs; and to provide a work environment that values cultural diversity and is free of harassment and discrimination.*

To this end, the Fire Commission will:

1. Set policy and support the administration to accomplish the mission of the department;
2. Support the administration's efforts to enhance and support the collaborative work of department membership and public stakeholders in the delivery of fire suppression, fire prevention and emergency medical services with the focus upon the common public good.
3. Encourage and support the administration to develop and implement systems to improve fiscal responsibility to enhance the budgeting process while maintaining and protecting essential public services including fire protection, fire prevention and emergency medical services.
4. Encourage and support the administration to develop an effective physical fitness and wellness program to promote the health, safety and welfare of the members of the department and the public.

5. Actively encourage and support recruitment and education in the communities to bring highly qualified applicants to the Department who truly reflect the City's rich diversity;

6. Continue to work with the administration and City Attorney's Office to review and, where necessary, revise official Departmental Policy and Procedure; and

7. Contribute to the common good by conducting open meetings regularly and convening such additional meetings as deemed necessary to inform and educate the general public of the work of the Fire Commission and the San Francisco Fire Department.

Adopted at the Regular Meeting of the San Francisco Fire Commission on October 9, 2003.

Tania Bauer, Commission Secretary

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

SAN FRANCISCO FIRE COMMISSION

RESOLUTION 03-7

WHEREAS, the California Code of Regulations Title 13, Division 2, Chapter 5, Article 1, Section 1103(e) and (f), requires all ambulances within the state to carry "a spare wheel with inflated tire" and "a jack and tools for wheel changes"; and

WHEREAS, the California Vehicle Code Section 2512 requires the Commissioner of the California Highway Patrol to grant an exemption to this requirement upon request of the Board of Supervisors for non-commercial ambulances; and,

WHEREAS, the San Francisco Fire Department operates non-commercial ambulances; and

WHEREAS, the California Code of Regulations Section 1108 (b) states that the Commissioner will grant the exemption upon a request that contains the ambulance service name, the specific exemption requested, a finding from the county emergency medical care committee, and a finding from the Board of Supervisors that the exemption is necessary for public health and safety; and

WHEREAS, the Medical Director of the local Emergency Medical Services Section finds that the exemption is justified and has consented to the exemption;

WHEREAS, without such an exemption, San Francisco Fire Department's ambulances will be unable to carry sufficient equipment to appropriately respond to medical emergencies in San Francisco; and

WHEREAS, the San Francisco Fire Department has 24-hour, seven days a week emergency tire service available through the City's Central Shops; and

WHEREAS, the City and County of San Francisco is 49 square miles, enabling quick response from the 24-hour repair service; now, therefore, be it

RESOLVED, that the San Francisco Fire Commission urges the Board of Supervisors to make a finding that an exemption from Title 13, Division 2, Chapter 5, Article 1, Section 1103(e) and (f) is necessary for public health and safety; and, be it

FURTHER RESOLVED, that the San Francisco Fire Commission urges the Board of Supervisors to send a letter requesting the exemption to the Commissioner of the California Highway Patrol.

Adopted at the Regular Meeting of the San Francisco Fire Commission on October 9, 2003.

Ayes: Nakajo, Norman, del Portillo
Absent: Roeca, Conroy

Tania Bauer, Commission Secretary

WESTWOOD PARK

26 September 2003

Chief Mario Treviño
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107-2015

Dear Chief Treviño:

I would like to thank you for sending truck T15 to our Annual Meeting and Picnic last Saturday. The many children who attend our picnic each year are always thrilled to explore the fire truck, and this year was no exception.

We appreciate your taking the time to reach out to our neighborhood, and I think that the relationship between our neighborhood and your department will be strengthened because of your outreach.

Please feel free to call on us if there is ever anything we can do for you.

Best Regards,

Danny Burkes
President
Westwood Park Association

The Westwood Park Association, P.O. Box 27901 #770, San Francisco, California 94127
(415) 333-1125 www.westwoodpark.com, board@westwoodpark.com

Jim Connors
957 Oddstad Blvd.
Pacifica, Ca. 94044
September 15, 2003

San Francisco Fire Department
698-2nd St.
San Francisco, Ca. 94107
ATTN: Chief of Department Mario Trevino

Dear Chief Trevino:

I am writing to acknowledge the excellent services provided by units of the San Francisco Fire Department

On Tuesday, September 2nd, my mother suffered a fall near the Cliff House. She landed on the back of her head, and it was clear early on that she suffered a significant head injury. When she arrived at the San Francisco General Hospital Emergency Room, her condition was worsening. Further treatment showed a significant subdural hematoma, with signs and symptoms consistent with a significant head injury. Dr. Marshall Isaacs, the on duty surgeon in charge that afternoon and evening, did not give an optimistic prognosis. His last words to me that night were that it was out of our hands.

The next morning, when my sister arrived at the hospital in the step down ICU unit, my mother was sitting up in bed drinking a cup of coffee. She wasn't perfect, but she was a lot better than the night before. She later was transferred to California Pacific Medical Center, then Marshall Hale Hospital, and finally on September 12th, came home. She will have a period of months before she will resume a normal lifestyle, but in time, all will be normal.

My family and I need to deeply thank the care given by the following units and personnel:

Engine 23, the BLS Engine first on the scene, with T/Lt. Terry White, Ff. John Hughes, Ff. Kevin McCarthy, and Ff. Dan Dunnigan;

Engine 18, the ALS Engine, with Lt. Jonathon Low, Ff. Gayle Alexander, Ff. Eric Montalvo, and Pm/Ff. Scott McGehee;

Medic 10, with Ff/Emt Chris Benz and Pm/Ff. Wes Lemberg;

and Dr. Marshall Isaacs, who was just coming on duty at the SFGH Emergency Room, and who was exceptional in accessing resources at the hospital to assist my mother. Without the help of all the above units and personnel, the outcome would not have been as successful as it is today.

I also need to thank Lt. Jonathon Low for his personal phone call to me from the scene when he realized the connection with the patient. He called Station 5 to get my cell phone number, and I received 2 immediate calls from Lt. Low and Station 5. Their personal attention is personally and professionally appreciated.

Again, my family, my sister's family, and most of all my mother, are grateful for the care provided.

Sincerely,

Jim Connors

Jim Connors
Captain, Engine Five

Gene Lee
2120 24th St. #2
San Francisco, CA 94107

San Francisco Fire Department
Station 41
ATTN: Chief of SFFD
1325 Leavenworth St.
San Francisco, CA 94109

I had gotten in an accident while riding my motor scooter on July 25th, 2003. None of my bones were broken, but my legs and ribs were really banged up. The staff on an ambulance from Station 41 took me to San Francisco General Hospital's Emergency Room. Those two people are Don and Sasha. Sash drove us while Don hooked me up to an IV and talked with me on the ride.

I really appreciated the way those two treated me with respect and empathy while answering my questions. I hope their superiors will recognize this letter praising these members for doing their jobs well.

Much Sincere Appreciation,

Gene Lee

9/11/03

Dear Chief Trevino —

Annually Ulloa St has a block party & every year Captain Phil Kelber arranges for a Fire engine to visit which is a highlight of the event →

I would like to thank you and the Fire Fighters who assisted us all in learning more about the SFFD —

Firefighters: Lt. Neil Steinhoff
Gillian Smith
Angie Romero
Neil Jaymes
Joe Barbero

Many, many thanks,

9-20-03

Dear Chief Trevino,

Thank you for the concern and compassion you showed for Rich. Your visit while he was hospitalized was greatly appreciated.

I also want to mention all of the firefighters who offered support and assistance. It's been a very difficult ordeal for our family and friends, but the kindnesses we have received from the S.F.F.D. has really helped.

How comforting it is to know that Rich works with so many wonderful people.

Thank you.

Sincerely,
Debbie & Rich
Siebert & family

Ms. Debra Siebert
8250 Elphick Rd
Sebastopol, CA 95472

Sept. 19, 2003

Dear Nicol,

I just wanted to let you know how much I truly appreciated your speaking with me the other night. After 3 months of various opinions and advice regarding the fire, your information was by far the most helpful & reassuring.

If I can ever be of service in the way of photography, please let me know.

With Sincerest Appreciation,

Elisabeth

elisabeth fall
photography
778 Cole Street
San Francisco, CA 94117
t 415.398.8075
f 415.661.3922
e efall@fallfoto.com

ith

Sincere

ppreciation

Nicol-

Thank you *so* much for quickly and professionally setting up my ride-along. I wish other counties were as organized! Again, I *really* appreciate the opportunity for observation.

I have enclosed a SASE to the school, just to confirm the ride-along. They said they just need a copy of the official paperwork; which I guess is just a signed copy of the memo

you sent to me + the station. If you could forward that on, that would really help.

Thank you very much.

Thanks!!! ☺

Gianna
Perry

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Meeting, Thursday, October 23, 2003 - 4:00 p.m.

698 Second Street, Room 221, San Francisco, CA 94107

3/03

Item
No.

1. **On ROLL CALL,** the following were present:

Vice President	Russell Roeca
Commissioner	Carlota del Portillo
Commissioner	Paul Conroy

President Nakajo and Commissioner Norman were excused.

Also Present
Marie Blits, Deputy City Attorney, Counsel to the commission

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2. **PUBLIC COMMENT**

There was no public comment

3. **COMMISSION DELIBERATION**
Commission Deliberations concerning the formal complaint filed by Mario H. Treviño, Chief of Department, against Firefighter Keith Baraka, dated August 9, 2002, for violation of the Rules and Regulations as follows:

Section 3926 – Tardiness and Failure to Report

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957.

3.1. Vote on whether to hold Closed Session

Commissioner Conroy moved to hold Commission Deliberations in closed session and Commissioner del Portillo seconded. The motion was unanimously approved.

3.2. Public Comment on Closed Session for Commission Deliberations under Government Code 54957

There was no public comment. The Commission went into closed session at 4:25 p.m.

3.3. Reconvene in Open Session

The Commission reconvened in open session at 4:45 p.m.

a. **Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).**

Commissioner Conroy moved to report on action taken in closed session and Commissioner del Portillo seconded. The motion was unanimously approved.

Vice President Roeca reported that the Commission had deliberated on the charges against Firefighter Baraka and, by a unanimous decision, had upheld the Chief's recommendation to impose a 30-day suspension for violation of Section 3926 – Tardiness and Failure to Report.

b. **Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.12(a).**

Commissioner Conroy moved not to disclose any discussions held during the closed session and Commissioner del Portillo seconded. The motion was unanimously approved.

4. ADJOURNMENT

There being no further business before the Commission, the hearing was adjourned at 4:50 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

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Tania Bauer, *Secretary*

No. 03-34

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23/03

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – October 23, 2003 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

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1. **ON ROLL CALL,** the following were noted present:

Vice President Russell S. Roeca
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

President Stephen A. Nakajo was excused for business reasons, and Commissioner Pat Norman was excused because of illness.

Mario H. Treviño - Chief of Department
Joseph C. Asaro - Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Bernie F. Lee - Division of Airports
Joanne Hayes-White - Division of Training
Lorrie A. Kalos - Division of Support Services
Gary P. Massetani - Division of Fire Prevention & Investigation

Chief Officers – Staff:

Marshal Isaacs, M.D. - Emergency Medical Services

Chief Officers – Firefighting Services:

John F. Harrington - Division 2
Richard D. Bracco - Division 3

2. **APPROVAL OF THE MINUTES**

Regular Meetings of October 9 and September 25, 2003, and Special Meeting of September 11, 2003.

There was no quorum for the approval of the minutes.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through K) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during August 2003.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, September 27 through October 10, 2003.

B. Appointments

Reporting the following PROBATIONARY appointment effective *JUNE 17, 2003*:

H1 Fire Rescue Paramedic

Lorrie B. Slonsky (vice: Slonsky's 2532 position)

Reporting the following PERMANENT appointment effective *JUNE 18, 2003*:*

H1 Fire Rescue Paramedic

Lorrie B. Slonsky

**MOU specifies a probationary period of one day (Section 12)*

Reporting the following PERMANENT appointment effective *OCTOBER 9, 2003*:

1450 Executive Secretary I

Yvonne Wimmleitner

C. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Fauss, Michael H.	H2 Firefighter	Service	Aug. 01, 2003
Welch, John F.	H2 Firefighter	Service	Sep. 05, 2003
Roberts, Scott	H1 Fire Rescue Paramedic	Ind. Dis.	Feb. 19, 2003

(Retirement Certificates will be presented at a Fire Commission meeting in December)

D. Resignation

Submitting resignation of H3 Firefighter/Paramedic Eric White, effective October 9, 2003. (Resigned with satisfactory services. Approximate length of service – three years.)

E. Separation - Correction

Amending dismissal of 7205 Chief Stationary Engineer Seung P. Hong, effective May 21, 2003, (Item 3.H, Minutes of 06-12-03), to resignation with satisfactory services.

F. Leave of Absence

Submitting request for leave of absence with pay for EMS Section Chief Robert Navarro, Special Operations, for five days, October 6 through October 10, 2003, in order to participate with the California National Guard and the California Office of Emergency Services in a training event *Skate Partnership for Peace program – EMS and Rescue* presented by the Ukraine Ministry of Emergencies at the Chernobyl Training Center in Slavutych, near Kiev. Travel and Per Diem, food and lodging will be funded by this program. Section Chief Navarro will not be replaced.

G. Leave of Absence

Submitting request for leave of absence with pay for Lieutenant Ronald Pruyn, for seven days, October 5 through October 11, 2003, in order to participate with the California National Guard and the California Office of Emergency Services in a training event *Skate Partnership for Peace program – EMS and Rescue* presented by the Ukraine Ministry of Emergencies at the Chernobyl Training Center in Slavutych, near Kiev. Travel and Per Diem, food and lodging will be funded by this program. Lieutenant Pruyn will be placed on days in order to accommodate this training.

H. Leave of Absence

Submitting request for renewal of leave of absence without pay from 1450 Executive Secretary I Bernice Bongalon, for one year, July 1, 2003, through December 31, 2003. (Leave requested in order to accept a provisional promotional appointment as 1452 Executive Secretary II at Emergency Communications Department.)

(Note: This is her second request)

I. Leaves of Absence with Pay

Submitting requests for leaves of absence with pay for the time period from July 2003 through August 2004 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
19	H2 Firefighter	730
1	H10 Chief Operator	168
2	H3 Firefighter/Paramedic	15
1	H20 Lieutenant	80
	Total number of Days with Pay	993

Submitting requests for intermittent leaves with pay for the time period from August 2003 through December 2004 for the following:

1	H2 Firefighter	Sep. 11, 2003 – Jul. 30, 2004
1	H2 Firefighter	Sep. 07, 2003 – Sep. 07, 2004
1	H2 Firefighter	Aug. 30, 2003 – Aug. 30, 2004
1	H2 Firefighter	Oct. 03, 2003 – Oct. 03, 2004
1	H2 Firefighter	Oct. 24, 2003 – Oct. 24, 2004
1	H30 Captain	Dec. 01, 2003 – Dec. 01, 2004
1	H30 Captain	Aug. 29, 2003 – Feb. 04, 2004

J. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Engine 7	02-3-246	6/10/03	525	C	File
Cause:	While making a left turn, E-7 struck rear of a civilian vehicle that was also making a left turn				
Medic 36	03-4-024	7/30/03	733	A	File
Cause:	Misjudged clearance - While driving on Pine Street, Medic 36 hit a tree branch, damaging left rear view mirror				
EMS RC 1	03-4-024A	7/28/03	926	C	File
Cause:	Responding with red lights and siren and without gaining complete control, RC 1 proceeded through the intersection and was struck by a civilian vehicle				
Medic 13	03-4-025	8/1/03	726	C	File
Cause:	While attempting to make a right turn, Medic 13 struck a civilian vehicle that was also making a right turn on the inside bus lane				
Engine 3	03-4-026	8/3/03	538	B	Bill
Cause:	While responding with red lights and siren, Eng 3 was struck by a disabled Muni bus that had rolled backwards				
Mini Pumper 43	03-4-027	8/4/03	803	B	File
Cause:	While responding to a grass fire, Mini Pump 43 was struck by a civilian vehicle which fled the scene				
Engine 41	03-4-028	8/6/03	536	A	File
Cause:	While backing down a street in order to supply another engine, Eng 41 struck a parked civilian vehicle				
Engine 7	03-4-029	8/8/03	0	A	File
Cause:	While responding, Eng 7 struck mirror of a parked civilian vehicle				
Medic 36	03-4-030	8/10/03	733	B	File
Cause:	Responding with red lights and siren and turning right, Medic 36 struck a damaged portion of scaffolding that was protruding into the traffic lane				

Truck 1	03-4-031	8/10/03	631	A	File
Cause:	Misjudged clearance - While making a right turn, Trk 1 struck scaffold that was on the sidewalk				
DOT	03-4-032	8/11/03	581	A	File
Cause:	While being used for driving road test for a probationary firefighter, DOT van struck a parked pickup truck				
Engine 6	03-4-033	8/12/03	530	A	File
Cause:	While leading out to secure water supply for Eng 36, Eng 6 scratched the right rear bumper of an illegally parked civilian vehicle				
Engine 42	03-4-034	8/12/03	513	A	File
Cause:	While making a right turn, Eng 42 struck a parked civilian vehicle				
Engine 33	03-4-035	8/19/03	527	A	File
Cause:	Misjudged clearance - While backing into quarters, Eng 33 struck open rubbish room door				
Medic 17	03-4-036	8/19/03	743	C	File
Cause:	Misjudged clearance - While transporting patient, Medic 17's right side view mirror struck the left side view mirror of civilian vehicle				
CD 1	03-4-037	8/22/03	0	B	Bill
Cause:	While stopped at red light, CD 1 was rear ended by a civilian vehicle which was also rear ended				
Medic 43	03-4-038	8/26/03	736	A	File
Cause:	Misjudged clearance - While backing into quarters, Medic 43 struck apparatus door with the ambulance's left side view mirror				
Engine 15	03-4-039	8/26/03	510	A	File
Cause:	Misjudged clearance - While arriving at the scene of a medical call, Eng 15 struck a parked civilian vehicle				

Truck 5	03-4-040	8/27/03	625	A	File
Cause:	While responding, Trk 5 struck a double parked civilian vehicle with no lights on				
Medic 7	03-4-041	8/28/03	716	B	Bill
Cause:	While crossing intersection on a green light, Medic 7 was struck by a truck that had run a red light				
BFP	03-4-042	8/28/03	278	B	Bill
Cause:	While parked, BFP vehicle was sideswiped by a civilian vehicle				
Engine 2	03-4-043	8/29/03	0	A	File
Cause:	While exiting station, Eng 2 struck a parked civilian vehicle on the other side of the street				

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

K. Communications Received by Commission

The following communications have been received by the Commission from September 5, through October 16, 2003:

1. From David Trovato, Employment Specialist, South of Market Employment Center, requesting training services previously offered by Lt. Fernando Juarez for their training programs, especially for the Security Officer training Program. Copy: each Commissioner, Chief of Department, and Deputy Chief, Operations.

2. From Edward A. Chow, M.D., President, Health Commission, requesting that Dr. John Brown, EMS Section Medical Director, and a Health Commissioner be appointed to the Task Force evaluating EMS in the San Francisco Fire Department and commending the Commission on undertaking the task. Copy: each Commissioner, Chief of Department, Deputy Chief, Operations, EMS Chief and SFFD Medical Director.

3. From Jericho Neibert, Building Services Coordinator, Shorenstein Realty Services, requesting Life Safety training for tenants of 45 Fremont and wishing to utilize the most current fire protection standards. Copy: each Commissioner, Chief of Department, Deputy Chief, Operations.

4. From Robert Hervatine and Douglas Rieman, Facilities Managers, San Francisco Art Institute, requesting for Station 28 to observe and critique evacuation drills and Lt. Fernando Juarez' fire safety training in the Lecture Hall in addition to fire extinguisher training outside. Copy: each Commissioner, Chief of Department, Deputy Chief, Operations.

5. From Ernest F. Li, Captain, Bureau of Fire Prevention, pointing out that programs such as Public Education, NERT and Community Relations, which teach the citizens to take care of themselves before, during, and after emergencies and catastrophe's, should not be cut during the budget crisis and links must be maintained through Public Education with the community. Copy: each Commissioner, Chief of Department, Deputy Chief, Operations.

Commissioner del Portillo moved and Commissioner Conroy seconded. There were no questions or discussion and Items A through K on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted two letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Report

Report from Chief of Department Mario H. Treviño on current issues, activities and events in the Department.

Mario Treviño, Chief of Department, informed the Commission that the Board of Supervisors' Finance Committee had passed the recommendation that would no longer consider reducing battalion chiefs or creating rolling brownouts of engine companies in order to fund the temporary staffing of Engine 33. Station 33 will be closed within the next two weeks for retrofit. The Department has worked with the Board to devise a number of alternatives in order to provide coverage for the district during this interim period.

Furthermore, the Department hosted Governor Lee, governor of the largest province in South Korea, as well as the Chief of Operations for the second largest city in Denmark. Both visitors were highly complementary of the Department.

In closing, Chief Treviño wished to commend the EMS Division for producing a flashcard booklet that will be distributed to all emergency units in the Department. The booklet translates key phrases into Japanese, Vietnamese, Chinese, Spanish, Russian and Tagalog and the patients can indicate their condition by pointing to key phrases in their own language. Chief Treviño considers the flashcard booklet to be an outstanding piece of work that will assist emergency workers when providing medical care to non-English speaking populations. This first version will be augmented later to include questions regarding fire and other emergencies.

Commissioner Conroy wished to compliment Chief Treviño and his staff for the work that was done in responding to the community regarding Engine 33. He believed that Chief Treviño had done a remarkable job in meeting the concerns of the community and developing a plan, which had actually been proposed months ago, that addressed the concerns of the community concerning Station 33.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Special Presentation – Fire Department Property

Gary Massetani, Assistant Deputy Chief, Fire Marshal, reviewed some of the Fire Department's non-emergency facilities at the request of the Commission. The first property was Old Station 1, which is in an alley behind the Old Mint building. The property has been vacant since 1992 and recently a company, who owns an adjoining building, wished to purchase the property. The funds from the sale will go to the General Fund but the Department receives credit to balance the Fire Department budget.

The second property Chief Massetani presented was the old Stress Unit property on 19th Avenue. It is large property, which can be subdivided in five properties, and is zoned for public use but could be re-zoned to R-1 or combined residential and commercial. Currently there is a space lease agreement with the San Francisco Resource Center – a California nonprofit corporation – that is proposing to turn the lease into a development lease.

Another property is Old Station 4 on Pacific Avenue, near Van Ness, which has been vacant since the 1970s. The building was constructed in 1916, is an unreinforced masonry building (UMB), and had been designated as an historic landmark, which affects its resale value. The building has numerous deficiencies, such as asbestos, lead paint and dry rot, and it is being currently used for storage, with antique equipment on the apparatus floor.

The next property Chief Massetani reviewed was Old Station 16 on Tennessee. It is an UMB building, constructed in 1925, that only needs some parapet work on top. It is currently used for storage but Chief Treviño has designated it for the Special Operations and Safety Division as soon as the work can be completed.

Another property is Old Station 21 located on Oak Street, which is in dire need of restoration since it has been poorly maintained over the past few years. The building was constructed of wood in 1893, is one of the oldest firehouses in the city, and has been designated a historical landmark. Its current use is as a firefighter rehabilitation and recruit training center. The Department has released bids for exterior renovation and is waiting for responses.

The last property Chief Massetani reviewed was Old Station 30, located at 3rd and 4th Streets, which is not used for storage nor is it a historic landmark. It is currently occupied by the Firefighters Toy Program and Mother Teresa's Soup Kitchen.

In closing, Chief Massetani emphasized the need for fire stations in the developing South of Market area. A station is needed in the Mission corridor, between 5th and 7th Streets, where the call volume is extremely high. A station is also designated for Mission Bay, adjacent to Old Station 30. The Department has been working with the Catellus Group, which has developed the Mission Bay Project, and has placed $2.3 million in escrow towards the cost of the new station.

Commissioner Roeca commended Chief Massetani on his excellent presentation. Discussion ensued with Commissioners asking questions and Chief Massetani responding.

D. Division of Training Update – Release of Reserve Funds

Joanne Hayes-White, Assistant Deputy Chief, Director of Training, wished to provide an update on the status of the release of reserves. She reminded the Commission that this past June the Board of Supervisors had placed 75%, or $3.9 million, of the Division of Training's budget on reserve. There was only enough money in the Fire Department budget to have the Department of Training in operation from July 1, 2003 to October 1, 2003. The Division of Training is still operating because the Department believes that training is essential for the safety and well being of its members and essential in carrying its mission.

Chief Hayes-White noted that there was some confusion surrounding this whole matter but she finally had received some clarification. There were three reasons why the funds were put on reserve and that is due to the findings in the Budget Analyst's Audit Report: (1) lack of a consolidated Division of Training, both physically and personnel wise; (2) no training managers cross-trained in both suppression and EMS; and (3) lack of EMS experience in the Director of Training, that is, paramedic, nursing or medical license or certification.

The Department had sent a letter to the Board requesting the release of funds and stating that it had or was in the process of fulfilling the Auditor's findings. Due to some confusion in the Clerk's office, there was no record of funds placed on reserve and, therefore, the Department's letter did not go forward. Only with the assistance Ed Harrington, Controller, and a member of his staff, the reserve was located in the Annual Appropriations Ordinance (AAO) in September and the Clerk's office was notified that there was an actual reserve. The request has been forwarded to the Board President Matt Gonzales who will assign it to either the Budget or Finance Committee, and it will take approximately two to three weeks before the funds are released from reserve.

Chief Hayes-White described the relocation of the EMS Division and the ensuing reduction in staff once the consolidation began, with overall annual savings of $500,000 in salaries. Furthermore, she noted that in response to the third item in the auditor's report regarding the paramedic, nursing or medical license or certification for the Director of Training, it was the Department's position that there was no legal mandate in the NFPA or Title 22 governing the qualifications for that position.

Discussion ensued with Commissioners asking questions and Chief Hayes-White responding.

5. PUBLIC COMMENT

Commissioner Conroy thanked Chief Hayes-White for the update and stated that he was pleased to hear of the positive development that EMS was now further integrated into the Department and to see EMS chiefs and administrative personnel in the Headquarters building working side by side with Suppression.

Commissioner Conroy thanked San Francisco Firefighters Local 798 for their invitation to attend the Redmond Symposium. He was impressed by the excellent presentation on fitness/wellness programs and would like to see a copy of the Health and Wellness Initiative produced by the International Association of Firefighters and the International Association of Fire Chiefs. Commissioner Conroy is convinced that a fitness/wellness program would be of great benefit to the Department since it would help ensure the safety and fitness of the member of the Department in addition to producing cost savings from less injuries and sickness, and less time off and overtime. He encouraged the Chief to pursue such a program even during these difficult budgetary times.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:00 p.m.

Tania Bauer
Secretary

Sally Coghlan McDonald
714 Third Avenue
San Francisco, CA 94118
Phone (415) 386-6363 Fax (415) 386-6332

October 14, 2003

Mario H. Trevino
Chief of Department
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Dear Chief Trevino:

On Sunday October 12, at about 3:00P.M., I witnessed an intersection accident at Geary and Arguello Streets in San Francisco. I want to commend one of your firefighters for his compassion and skill in responding to this accident. I don't know his name or station, but I presume you can discern that information pretty easily.

One of the persons involved in the accident was a little girl named Amalia. She and her mom were hit broadside by a red light runner. Miraculously, neither were seriously hurt but the little girl was very very frightened and upset. I watched the firefighter calm her down just by asking the right questions and making little personal connections. (e.g. I went to that school, etc.) It was like watching a sun rise. When that little girl smiled everyone felt better.

I didn't pay attention the entire time because I was talking to the SFPD about the accident. The next thing I realized the same firefighter was asking her where they were headed when the accident happened. She said she was going to her friend's birthday party and started getting sad again. He asked if she still wanted to go and once mom said it was ok, took the little girl to the party in the fire truck. I can only imagine the entrance she made at that party. A terrible ordeal turned into a fantastic adventure for her just because of the kindness of that firefighter.

This is a simple thing, it's probably the type of thing that happens every single day; but it's a great gesture and should be commended. I've been telling people about it and everyone has the same reaction I do. Please congratulate that firefighter for me and tell him, and all the other firefighters, that ordinary citizens like me appreciate their extraordinary efforts on our behalf.

Very truly yours,

Sally Coghlan McDonald

City and County of San Francisco **Chief Medical Examiner**

October 3, 2003

Chief Mario Trevino
San Francisco Fire Department
2245 Jerrold Avenue
San Francisco, CA 94124

Dear Chief Trevino:

Please accept the sincere gratitude of my Department, especially my Investigators, to Fire Department Battalion Chief Robert Serrano and the Firefighters from Truck 9 and Engine 29 who on the afternoon of October 2, 2003 responded to the scene of a makeshift encampment, approximately 50 feet down an embankment, north of Interstate 280 near the Mariposa exit and assisted with the removal of a person who was found at the encampment. These Firefighters performed their duties above and beyond their call to duty in assisting my Investigators.

Again, please thank these Firefighters and express our gratitude for their dedication to their duties.

Sincerely,

Boyd G. Stephens, M.D.
Chief Medical Examiner

Herb Hawley
Administrator

BGS:hsh

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ACCREDITED NATIONAL ASSOCIATION OF MEDICAL EXAMINERS

MINUTES OF THE FIRE COMMISSION

Special Hearing Friday, October 31, 2003 – 9:00 a.m.

698 Second Street, Room 102 ▪ San Francisco ▪ California ▪ 94107

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Item
No

1. **On ROLL CALL,** the following were present,

Commissioner Russell Roeca

Note: Commissioner Roeca has been appointed by the Commission President to sit for the Hearing.

Raymond Balzarini, Assistant Deputy Chief, Operations, was excused

Appearances
Gina Roccanova, Deputy City Attorney, Counsel for the Fire Department
Firefighter Daniel Boreen, representing himself

Also Present
Joseph Moriarty, Vice President, San Francisco Firefighters Local 798
Marie Blits, Deputy City Attorney, Counsel to the Fire Commission
Tania Bauer, Commission Secretary

2. PUBLIC COMMENT

There was no public comment

3. FORMAL HEARING

Formal hearing concerning a formal complaint filed by Mario H. Treviño, Chief of Department, against Firefighter Daniel Boreen dated March 27, 2003, for violation of the Rules and Regulations as follows:

Section 3905 – Unfamiliarity with Rules
Section 3922 – Acts Detrimental to the Welfare of the Department
Section 3924 – Insubordination
Section 3942 – Unauthorized Use or Disposition of Property

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

Firefighter Boreen requested a closed session.

3.1. Public Comment on all matters pertaining to Closed Session

There was no public comment on the closed session. The Commission went into closed session at 9:20 a.m.

3.2. Reconvene in Open Session

The Commission reconvened in open session at 4:40 p.m.

a. **Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).**

Commissioner Roeca decided that the hearing could not be concluded by 5:00 p.m. and continued the hearing to Wednesday, November 19, 2003, 8:00 a.m.

b. **Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.12(a).**

Commissioner Roeca declared that none of the discussions held during closed session would be disclosed.

4. ADJOURNMENT

The Special Hearing was adjourned at 4:35 p.m.

Tania Bauer
Secretary

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Hearing, Thursday, November 13, 2003 – 1:00 p.m.

698 Second Street, Room 102, San Francisco, CA 94107

Item
No

1. **On ROLL CALL,** the following were present

Commissioner Paul Conroy

Note: Commissioner Conroy has been appointed by the Commission President to sit for the Hearing

Raymond Balzarini, Deputy Chief, Operations, was excused

Appearances
Gina Roccanova, Deputy City Attorney, Counsel for the Fire Department

Also Present
Marie Blits, Deputy City Attorney, Counsel to the Fire Commission
Tania Bauer, Commission Secretary

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2. **PUBLIC COMMENT**

There was no public comment

3. **SUSPENSION APPEAL HEARING**

In accordance with Section 4001 of the Rules and Regulations, H2 Firefighter David Johnson, Engine 14, has appealed his two day suspension for the period October 1 and 2, 2003. Firefighter Johnson was suspended for violation of the Rules and Regulations as follows:

General Order 02 A-79 Department Communications Policy
Section 3942 – Unauthorized Use or Disposition of Property

A. Hearing

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957.

Firefighter Johnson was not present for the hearing.

Commissioner Conroy asked how Firefighter Johnson was notified of the hearing. Secretary Bauer responded that Firefighter Johnson had been notified of the time and place of the hearing by letter sent on October 27, 2003, to his official address, which was on file with Department. An agenda for the hearing was also transmitted to Firefighter Johnson. Additionally, he delivered his brief to the Commission Office on November 10th as requested.

Deputy City Attorney Roccanova requested on behalf of the Department, that in light of Firefighter Johnson's failure to appear, the Department moved to dismiss his appeal.

Commissioner Conroy took the motion under submission. He declared that since he is the appointed Hearing Officer, the full Commission will make the decision whether to hear the case or to dismiss.

4. ADJOURNMENT

The Special Hearing was adjourned at 1:45 p.m.

Tania Bauer
Secretary

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Meeting, Thursday, November 13, 2003 – 4:00 p.m.

698 Second Street, Room 221 ▪ San Francisco ▪ California ▪ 94107

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Item No

1. **On ROLL CALL,** the following were present:

President	Stephen A. Nakajo
Vice President	Russell Roeca
Commissioner	Carlota del Portillo
Commissioner	Paul Conroy

Commissioner Norman was excused due to illness.

2. **PUBLIC COMMENT**

There was no public comment.

3. **COMMISSION DELIBERATIONS, INCLUDING POSSIBLE APPROVAL OF PROPOSED FINDINGS OF FACT**

Commission Deliberations and possible approval of proposed Findings of Fact in a case concerning the formal complaint filed by Mario H. Treviño, Chief of Department, against Firefighter Cynthia Childers, dated June 3, 2002, for violation of the Rules and Regulations as follows:

Section 3912 – Use of Intoxicants/Drugs
San Francisco Fire Department Substance Abuse Policy

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957.

3.1. Public Comment on all matters pertaining to Closed Session

There was no public comment on the closed session. The Commission went into closed session at 4:20 p.m.

3.2. Reconvene in Open Session

The Commission reconvened in open session at 5:15 p.m.

a. **Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).**

Commissioner Roeca moved to report on action taken in closed session and Commissioner del Portillo seconded. The motion was unanimously approved.

Commissioner Nakajo directed the Secretary to issue a letter to Ms. Courtney requesting her to respond, on behalf of her client, to the *Findings of Fact*. Ms.

Courtney's response should be submitted to the Commission Office by December 1, 2003. The Commission will continue deliberations on the *Findings of Fact* on December 11, 2003.

b. **Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.12(a).**

Commissioner Conroy moved not to disclose any discussions held during the closed session and Commissioner del Portillo seconded. The motion was unanimously approved.

4. ADJOURNMENT

The Special Meeting was adjourned at 5:20 p.m.

Tania Bauer
Secretary

SAN FRANCISCO FIRE COMMISSION

No. 03-38

MINUTES OF THE FIRE COMMISSION

Regular Meeting, Thursday, November 13, 2003 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

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1. **ON ROLL CALL,** the following were noted present:

President Stephen A. Nakajo
Vice President Russell S. Roeca
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

Commissioner Pat Norman was excused due to illness.

Gary P. Massetani - Acting Chief of Department

Assistant Deputy Chiefs – Staff:

Joanne Hayes-White - Division of Training
Lorrie A. Kalos - Division of Support Services

Chief Officers – Firefighting Services:

Federico J. Sanchez - Division 2
Richard D. Bracco - Division 3

2. **APPROVAL OF THE MINUTES**

Regular Meetings of October 23, October 9, September 25 and September 11, 2003, and Special Meetings of October 31, October 23 and September 11, 2003.

Commissioner Roeca moved and Commissioner del Portillo seconded. There were no questions or discussion and the minutes of the Regular Meeting of October 23, 2003, were approved as presented.

Commissioner Conroy moved and Commissioner Roeca seconded. There were no questions or discussion and the minutes of the Regular Meeting of September 25, 2003, were approved as presented.

Commissioner del Portillo moved and Commissioner Roeca seconded. There were no questions or discussion and the minutes of the Regular Meeting of September 11, 2003, were approved as presented.

Commissioner Roeca moved and Commissioner del Portillo seconded. There were no questions or discussion and the minutes of the Special Meetings of October 31, October 23, and September 11, 2003, were approved as presented.

The minutes of the Regular Meeting of October 9, 2003, were not approved because there was no quorum.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through H, except for H.4.) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission. At the request of Richard Stacks, President Nakajo directed that Item H.4. be removed from the Consent Calendar.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during October 2003.

Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during September 2003.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, October 11 through October 24, 2003.

B. Appointments

Reporting the following PERMANENT appointments:

H2 Firefighter

Name	Effective Date
Ollie D. Banks	October 4, 2003
Patrick R. Connolly	October 6, 2003
Juan D. LaChica	October 7, 2003
Laura C. Attia	October 8, 2003
Ivan C. Gomez	October 8, 2003
Julie C. Mau	October 9, 2003
Stephen J. Kloster	October 10, 2003
Eileen C. Needham	October 10, 2003
Yusufu B. Caungula	October 11, 2003
Brian F. Kane	October 11, 2003
Thomas J. O'Brien III	October 14, 2003
Albert D. Bronson, Jr.	October 16, 2003
Patrick T. Bryan	October 16, 2003
James D. Quirke	October 16, 2003

Damen J. Tolliver	October 17, 2003
Laverne Maliga	October 19, 2003
Diedre D. Gibson	October 20, 2003
Amador A. Herrera	October 20, 2003
Gilberto J. Gonzalez	October 25, 2003
Robert A. Muhammad	October 26, 2003
Joshua E. Parks	November 2, 2003
Denise A. Elarms	November 4, 2003

Reinstatement

Reporting that H3 Firefighter/Paramedic Sig Wallen has been reinstated to his permanent position as H2 Firefighter, effective October 27, 2003.

C. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Jones, Paul D.	H51 Assistant Deputy Chief	Service	Sep. 27, 2003
Brooks, Worthy D.	H40 Battalion Chief	Service	Oct. 10, 2003
Frias, Jesse	H20 Lieutenant	Service	Jul. 30, 2003
Clifford, John G.	H2 Firefighter	Service	Oct. 01, 2003
Martin, Stephen A	H2 Firefighter	Service	Oct. 18, 2003

(Retirement Certificates will be presented at a Fire Commission meeting in January 2004)

D. Resignation

Submitting resignation of H3 Firefighter/Paramedic Michael J. Moura, effective October 28, 2003. (Resigned with satisfactory services. Approximate length of service – three years.)

E. Leave of Absence

Submitting request for leave of absence with pay for Captain Kenneth Farris, Division of Training, for five days, October 20 through October 24, 2003, in order to attend a Weapons of Mass Destruction, Incident Command Course, offered by the Center for Domestic Preparedness in Anniston, Alabama. Lodging and meals will be paid by the Center for Domestic Preparedness. Captain Farris will not be replaced.

F. Leave of Absence - Correction

Amending request for renewal of leave of absence without pay from 1450 Executive Secretary I Bernice Bongalon, from July 1, 2003, through June 30, 2004, to July 1, 2003, through December 31, 2003. (Item 3.H, Minutes of 10-23-03)

G. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Engine 48	03-4-044	9/1/03	509	C	File
Cause:	While backing up at the scene of an incident, Eng 48 struck an undercover SFPD vehicle; no spotters were posted				
Engine 6	03-4-045	9/3/03	530	A	File
Cause:	While backing into quarters, Eng 6 struck right side door abutment; driver did not hear spotters				
Medic 15	03-4-046	9/4/03	738	A	File
Cause:	Misjudged clearance - While responding to an incident and making a right turn, Medic 15 struck a parked civilian vehicle				
Engine 17	03-4-047	9/5/03	534	A	File
Cause:	Misjudged clearance - While positioning at a working fire, Eng 17 struck a vehicle that was parked in a narrow street 18" from the curb				
Truck 7	03-4-048	9/5/03	620	A	File
Cause:	Tiller error - While responding and exiting quarters, Trk 7 struck stanchion and door frame of the firehouse				
Engine 1	03-4-049	9/6/03	537	A	File
Cause:	While responding to an incident, Eng 1 clipped a stopped civilian vehicle during a left turn				
Engine 15	03-4-050	9/10/03	510	A	File
Cause:	While responding with red lights and siren, Eng 15 struck a curb in the Muni lane causing Eng 15 to swerve and scrape the mirror of a stopped civilian vehicle				
EMS Van	03-4-051	9/11/03	976	A	File
Cause:	While stopped at a signal, EMS van rear ended a civilian vehicle which did not move when the light turned green				
Medic 12	03-4-052	9/13/03	731	B	Bill
Cause:	While attending to a patient in back of the ambulance, Medic 12 was struck by a				

	Muni LRV				
Engine 24	03-4-053	9/13/03	588	A	File
Cause:	Misjudged clearance - While responding with red lights and siren, Eng 24 struck a double parked truck				
Medic 28	03-4-054	9/15/03	722	B	File
Cause:	Hit and run - While Medic 28 was legally parked, the left side view mirror was struck and broken by two consecutively passing vehicles which did not stop				
Medic 29	03-4-055	9/16/03	742	B	File
Cause:	Hit and run - While returning to quarters, Medic 29's mirror was clipped by a van which did not stop				
Truck 18	03-4-056	9/16/03	615	A	File
Cause:	Tiller error - While making a right turn, the rear left section of Trk 18 struck a stopped civilian vehicle				
BFP	03-4-057	9/17/03	36	A	File
Cause:	Misjudged clearance - While backing into a parking space, BFP vehicle struck the front of a parked civilian vehicle				
BOE	03-4-058	9/19/03	934	B	Bill
Cause:	While stopped at a red light, BOE vehicle was struck by a vehicle backing out of a diagonal parking spot				
Engine 31	03-4-059	9/25/03	595	A	File
Cause:	While double parked for R-1 inspection, officer opened door into parked civilian vehicle				
Engine 2	03-4-060	9/27/03	529	A	File
Cause:	While returning to quarters, Eng 2 struck a parked vehicle during a right hand turn				
Engine 40	03-4-061	9/28/03	507	A	File

Cause: While backing into quarters, driver of Eng 40 over-corrected and struck a parked civilian vehicle

Medic 3	03-4-062	9/28/03	735	A	File

Cause: While backing up in order to respond, Medic 3 struck an illegally parked vehicle; no spotters were posted

Truck 12	03-4-063	9/28/03	624	A	File

Cause: Tiller error - While participating in Sunday Truck Drill, Trk 12's tiller operator over-corrected and struck two parked civilian vehicles

Medic 36	03-4-064	9/26/03	0	B	File

Cause: Hit and run - While double parked at an incident with warning lights on, the door of Medic 36 was struck by a passing vehicle that fled scene

Medic 12	03-4-065	9/28/03	731	B	Bill

Cause: While transporting patient to Kaiser Hospital, Medic 12 was struck by a civilian vehicle attempting to go around the ambulance

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

H. Communications Received by Commission

The following communications have been received by the Commission from October 16, 2003, through November 6, 2003:

1. From Dennis Herrera, City Attorney, requesting that the Commission complete the Client Service Evaluation form, a survey of the quality services provided by the Office of the City Attorney. Copy: each Commissioner
2. From Russell Roby, Firefighter, Engine 33, presenting various statistical data regarding response times in support of keeping Engine 33 fully staffed at Station 15. Copy: each Commissioner, Chief of Department, and Deputy Chief, Operations.
3. From Commander S. Mooney, San Francisco Fire Reserves, praising the work of the staff of the Division of Training and the assistance they have provided to the Fire Reserves. Copy: each Commissioner, Chief of Department, and Deputy Chief, Administration.

4. From Ed Harrington, Controller, regarding the formation of an advisory committee to discuss and review the resolution by the Board of Supervisors "to conduct an evaluation of the fire and medical rescue needs of San Francisco, including issues related to staffing, deployment, costs and facilities . . ." and requesting the President of the Commission to sit on the committee. Copy: each Commissioner, Chief of Department, Deputy Chief, Operations, SFFD Medical Director and EMS Chief.

Commissioner del Portillo moved and Commissioner Roeca seconded. There were no questions or discussion and Items A through H, except H.4., on the Consent Calendar were approved or ordered filed as appropriate.

3. CONSENT CALENDAR (Item Removed)

H. Communications Received by Commission

Richard Stacks referred to the letter from the Controller regarding formation of an Advisory Committee on the fire and medical rescue needs for San Francisco, and wished to know who will be on the Advisory Committee.

President Nakajo directed the Secretary to provide a roster of the committee to Mr. Stacks.

Commissioner Conroy moved and Commissioner Roeca seconded. There were no further questions or discussion and the motion was unanimously approved.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted four letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department Mario H. Treviño on monthly status of department personnel, equipment and apparatus for October 2003.

Gary Massetani, Acting Chief of Department, had nothing further to add to the previously submitted written report.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Report from Suppression

Richard Bracco, Assistant Chief, provided the report for the period of October 9th through November 12, 2003, during which there were four greater alarms.

October 19, 2003 – 191 - 5th Avenue
At 13:05 hours, 2nd alarm in a four-story, residential, Type 5, wood and stucco building: 22 units and 78 firefighters responded. Red Cross notified as 3 adults and 1 child were displaced. Incident commander: Chief Bracco

October 20, 2003 – 360 – 4th Avenue
At 00:55 hours, 2nd alarm in a two-story residential, Type 5, wood and stucco building: 21 units and 66 firefighters responding. Red Cross notified as 3 adults were displaced. Incident commander: Chief Sanchez

November 2, 2003 – 52 Sanchez Street
At 13:12 hours, 3rd alarm in a three-story commercial and residential, Type 5 building: 30 units and 97 firefighters responding. Red Cross notified as 2 adults and 3 children were displaced. Incident Commander: Chief Stevenson

November 3, 2003 – 3763 Mission Street
At 01:06 hours, 2nd alarm in two-story residential, Type 5 building: 24 units and 69 firefighters responding. One firefighter was reported injured. Red Cross notified as 8 adults and 4 children were displaced. Incident commander: Chief Bracco

Furthermore, Chief Bracco reported that the Department had deployed units to the fires in San Diego and San Bernadino. On October 25th, the State had requested OES Engine 248, a strike team leader and a leader's assistant for Rancho Cucamonga. Another request was received on the same day for another strike team, and they were deployed and assigned to structure protection. On October 26th, again at the request of the State, two additional engines were sent to San Diego and the Lake Arrowhead area and assigned to structure protection. In conclusion, Chief Bracco noted that all deployed units were under significant fire conditions and did an excellent job.

Discussion ensued with commissioners asking questions and Chief Bracco responding.

D. Report from Emergency Medical Services

The Report from Emergency Medical Services will be provided at the meeting of December 11, 2003.

E. Fire Commission Resolution

Discussion and action on Resolution No. 03-8 regarding Firefighters Air System

Commissioner Conroy wished to know if the air that would be supplied to the firefighters would be under the control of the San Francisco Fire Department. Chief Massetani responded that the Board of Supervisors' Ordinance would refer to an Administrative Bulletin that would delineate the installation criteria in addition to a monitoring system, which will be on the standpipe system at all times providing a safety measure for firefighters at all times. Chief Massetani added that a team has been established and they were developing a standard of oxygen purity similar to the hospital oxygen level.

Commissioner Conroy wondered if prevention mechanism is in place that would not render this system obsolete if the NFPA decided to adopt another standard. Chief Massetani responded that the Department believes it is on the cutting edge in this area and that it would not become obsolete since the system itself – the standpipe installation – is generic.

Further discussion ensued, with Commissioners asking questions and Chief Massetani responding.

Commissioner Roeca moved and Commissioner del Portillo seconded. There were no further questions or discussion and Resolution No. 03-8 (attached) was adopted.

5. PUBLIC COMMENT

Richard Stacks explained that his background was in banking and that he was a trained financial analyst. Furthermore, he had reviewed the work by Harvey Rose, Budget Analyst, and his team in the Management Audit, the Department's response to it, and the FY 2003-04 Budget. Mr. Stacks developed a management tool that he believed would be helpful to the Commission and senior members of the Department in controlling costs and overtime related to the operations of EMS. Mr. Stacks proceeded to explain the chart which details the staffing of ALS units, whether engines or ambulances.

Commissioner Conroy thanked Mr. Stacks for providing the chart and requested that the Secretary make the material available to the Deputy Chief of Administration and the Chief Fiscal Officer.

Commissioner Roeca also thanked Mr. Stacks and voiced the Commission's and the Department's appreciation for such excellent input from the community and the public since it comes at a crucial time for the Department with new budget encounters ahead.

Sherman Tillman, Station 13, spoke on behalf of the members of Station 13 regarding their concern about the cell site that had been installed on the roof since recent scientific research had correlated numerous health risks to people in close proximity to cell-based sites. Mr. Tillman cited the various research studies and the health repercussions: stress, short-term memory loss, headaches, sleep disruption, interference with DNA repair process, altered blood chemistry and mitosis. In addition, the risk is five times greater for Alzheimer's disease, breast cancer, leukemia, brain tumors, decrease of the reproductive functions for men and women and decrease to the blood-brain barrier. Mr. Tillman asked why the City only received $3,000 per site per month considering all the possible health repercussion. His concern, and that of the members of Station 13, was that the cell-based station in the firehouse is based right outside their windows in the open atrium, whereby other fire stations have intervening floors with concrete between them. Mr. Tillman appealed to the Commission for their assistance in resolving this concern of the members of Station 13.

Commissioner Conroy requested that the concern of the firefighters be passed to the Chief of Department, and that an investigation be undertaken to determine whether there is a health risk being posed to the firefighters at Station 13.

6. ADJOURNMENT

President Nakajo adjourned the meeting in memory of Novato Firefighter Steven Rucker, who was killed in the line of duty while battling the San Diego County Cedar Fire.

There being no further business to come before the Commission, the meeting was adjourned at 6:55 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

Amended November 13, 2003

SAN FRANCISCO FIRE COMMISSION

RESOLUTION 03-8

WHEREAS, the task of air replenishment is one of the most labor intensive logistical operations facing firefighters during a fire in a high rise building; and

WHEREAS, firefighters and other trained personnel are used to fill and transport air cylinders to and from the staging area; and

WHEREAS, this personnel could be used for fire attack, evaluation, search and rescue, lobby control, medical and other critical tasks; and

WHEREAS, by eliminating the need for air cylinder transport, a self-contained breathing air replenishment system will allow fire departments to maximize their existing resources, thereby saving time and lives; and

WHEREAS, a self-contained breathing air replenishment system will provide a supply of pressurized breathing air through a permanently installed piping distribution system for the replenishment of portable breathing air equipment; now, therefore, be it

RESOLVED, that the San Francisco Fire Commission urges the Board of Supervisors to adopt an ordinance requiring high rise buildings to have self-contained breathing replenishment systems, as set forth in the attached ordinance.

Adopted at the Regular Meeting of the San Francisco Fire Commission on November 13, 2003.

Ayes: Nakajo, Roeca, del Portillo, Conroy
Absent: Norman

Tania Bauer, Commission Secretary

FILE NO. ORDINANCE NO.

[Requiring A Self-Contained Breathing Replinishment System in High Rise Buildings.]

Ordinance amending San Francisco Fire Code by adding Section 9001.1.4 to require self-contained breathing replenishment systems in high rise buildings where permit issue after June 30, 2004.

Note: Additions are *single-underline italics Times New Roman*;
deletions are ~~*strikethrough italics Times New Roman*~~.
Board amendment additions are double underlined.
Board amendment deletions are ~~strikethrough normal~~.

Be it ordained by the People of the City and County of San Francisco:

Section 1. The San Francisco Fire Code is hereby amended by adding Section 9001.1.4, to read as follows:

Sec. 9001.1.4. Local Standards for High Rise Buildings and Tunnels.

A self-contained breathing air replenishment system shall be installed in all buildings having floors used for human occupancy located more than 75 feet (22 860 mm) above the lowest level of fire department vehicle access. This requirement shall apply for all buildings meeting this definition when the building permit application for construction was made after June 30, 2004.

A self-contained breathing air replenishment system will provide a supply of pressurized breathing air through a permanently installed piping distribution system for the replenishment of portable breathing air equipment.

The self-contained breathing air replenishment system shall be installed in all new underground transportation or pedestrian tunnels exceeding 300 feet (91 440 mm).

The Chief has the authority to modify these requirements if the building or tunnel contains sufficient life-safety equipment to protect firefighters in the event of an emergency.

The self-contained breathing air replenishment system shall meet the specifications set forth in Appendix VI-J, Section 7.08 Self-Contained Breathing Air Replenishment System.

APPROVED AS TO FORM:
DENNIS J. HERRERA, City Attorney

By: ______________________
Margaret W. Baumgartner
Deputy City Attorney

TIHDI

Treasure Island Homeless Development Initiative

October 21, 2003

Chief Mario H. Trevino
San Francisco Fire Department
698 – 2nd Street
San Francisco, CA 94107

Dear Chief Trevino:

On behalf of the Treasure Island community, I want to thank you and the staff of the Treasure Island fire station for your help in making the 5th Annual Community Day Picnic such a resounding success!

The presence of fire engines always excites the imagination of children (and some adults, I confess) and we appreciate having them at our picnic.

While the TIHDI collaborative guides the support given to our residents, we could never achieve our goals without the cooperation of our Treasure Island neighbors. You are what makes our effort strong!

Thank you and your staff for all your help to all of us working to build the Treasure Island community. Everyone on Saturday seemed to have a delightful time.

Sincerely,

Elaine V. Molinari

Elaine V. Molinari
Event Coordinator

410 Palm Ave., Bldg. 1, Room 109
Treasure Island, San Francisco, CA 94130
Tel: (415) 274-0311
Fax: (415) 274-0316

Alisa Ann Ruch
Burn Foundation
FEDERAL TAX ID #23-7162017

October 24 2003

Firefighter John Voelker, Badge No.:V02773
102 Teddy Street
San Francisco, CA 94134

Dear Mr. Voelker:

ALISA ANN RUCH BURN FOUNDATION PANCAKE BREAKFAST

We would like to take this opportunity to formally recognize and thank you for the assistance you provided for the Alisa Ann Ruch Burn Foundation Pancake Breakfast 2003.

Taking time out of your busy schedule is a tribute of your commitment to organizations such as the Alisa Ann Ruch Burn Foundation, as well as a demonstration of your commitment to the communities you serve. Furthermore, we sincerely appreciate your support in the coordination and contribution towards bringing assistance to burn survivors.

On behalf of the Alisa Ann Ruch Burn Foundation, we thank you for your assistance and we look forward to working with you again next year!

Sincerely yours,

Shannon Borg

Shannon Borg, Event Chair
AARBF Southern Region Chapter

cc: Chief Mario Trevino

Dedicated to Survivor Assistance & Burn Prevention

Corporate Office: 3600 Ocean View Boulevard, #1, Glendale, California 91208 • 818-249-2230 • 800-242-BURN • Fax 818-249-2488
Northern California Office: 665 Third Street, Suite 345, San Francisco, California 94107 • 415-495-7223 • 800-755-BURN • Fax 415-495-72

DAVID A. SHAPIRO
875 Chestnut Street,
San Francisco, CA 94133

October 16, 2003

SFFD Headquarters
698 2nd Street
San Francisco, CA 94107-2015

To Whom It May Concern:

I want to take this opportunity to thank Paul Jug, Dan Flemming and Eric Storey for their quick response and professionalism in handling an emergency at my home last week. My 2 year old son suffered a febrile seizure prompting my housekeeper to call 911. The officers responded quickly and efficiently and took great care to see that my son was administered the proper emergency care that he needed and then proceeded to transport my son and me to the hospital.

It is reassuring to know that the City of San Francisco has a paramedic team of this quality. I believe they should be commended for their response and professionalism.

Sincerely,

David A. Shapiro

explOratorium

October 16, 2003

Lt. Fernando Juarez
San Francisco Fire Department

Dear Lt. Juarez:

On behalf of the Exploratorium, I'd like to thank you and all the heroic crews and staff of the San Francisco Fire Department who helped stage the Science of Fire fighting weekend on October 4 and 5, 2003. Our visitors and staff were especially thrilled to meet real-life fire fighters and paramedics and to witness the extrication. It really added a wonderful experience to our visitor's lives, one that they will not easily forget for a long time to come. It is not every day that people get to meet the community's heroes.

Founded in 1969, the Exploratorium is a museum of science, art and human perception located in San Francisco. The Exploratorium's mission is to create a culture of learning through innovative environments, programs, and tools that help people nurture their curiosity about the world around them. Support such as yours makes programs such as this possible.

If you have any questions or need additional information, please contact me at (415) 674-2826 or at julies@exploratorium.edu. Please accept my sincere gratitude on behalf of the Exploratorium staff.

Best regards,

Julie Suh
Public Programs Coordinator
Center for Public Exhibition and Public Programs

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Hearing Wednesday, November 19, 2003 – 8:00 a.m.
698 Second Street, Room 102 ▪ San Francisco ▪ California ▪ 94107

Item
No

1. **On ROLL CALL,** the following were present,

Commissioner Russell Roeca

Note: Commissioner Roeca has been appointed by the Commission President to sit for the Hearing.

Raymond Balzarini, Assistant Deputy Chief, Operations, was excused

Appearances
Gina Roccanova, Deputy City Attorney, Counsel for the Fire Department
Firefighter Daniel Boreen, representing himself
Joseph Moriarty, Vice President, San Francisco Firefighters Local 798, assisting Firefighter Boreen

Also Present
Marie Blits, Deputy City Attorney, Counsel to the Fire Commission
Tania Bauer, Commission Secretary

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2. **PUBLIC COMMENT**

There was no public comment

3. **FORMAL HEARING**

Formal hearing concerning a formal complaint filed by Mario H. Treviño, Chief of Department, against Firefighter Daniel Boreen dated March 27, 2003, for violation of the Rules and Regulations as follows:

Section 3905 – Unfamiliarity with Rules
Section 3922 – Acts Detrimental to the Welfare of the Department
Section 3924 – Insubordination
Section 3942 – Unauthorized Use or Disposition of Property

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

Firefighter Boreen requested a closed session.

3.1. Public Comment on all matters pertaining to Closed Session

There was no public comment on the closed session. The Commission went into closed session at 8:30 a.m.

3.2. Reconvene in Open Session

The Commission reconvened in open session at 11:10 a.m.

a. **Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).**

Commissioner Roeca declared that the Commission will await receipt of the transcript from the hearing and the Secretary will notice a date for a Special Meeting for deliberations by the Commission.

b. **Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.12(a).**

Commissioner Roeca announced that none of the discussions held during closed session would be disclosed.

4. ADJOURNMENT

The Special Hearing was adjourned at 11:15 a.m.

Tania Bauer
Secretary

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Hearing, Tuesday, November 25, 2003 – 3:30 p.m.

698 Second Street, Room 102, San Francisco, CA 94107

Item
No

1. **On ROLL CALL,** the following were present

Commissioner Paul Conroy

Note: Commissioner Conroy has been appointed by the Commission President to sit for the Hearing

Raymond Balzarini, Deputy Chief, Operations, was excused

Appearances
Gina Roccanova, Deputy City Attorney, Counsel for the Fire Department
Firefighter David Johnson, representing himself

Also Present
Molly Stump, Deputy City Attorney, Counsel to the Fire Commission
Tania Bauer, Commission Secretary

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2. **PUBLIC COMMENT**

There was no public comment

3. **SUSPENSION APPEAL HEARING** (Continued from November 13, 2003)

In accordance with Section 4001 of the Rules and Regulations, H2 Firefighter David Johnson, Engine 14, has appealed his two day suspension for the period October 1 and 2, 2003. Firefighter Johnson was suspended for violation of the Rules and Regulations as follows:

General Order 02 A-79 Department Communications Policy
Section 3942 – Unauthorized Use or Disposition of Property

A. Hearing

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957.

Firefighter Johnson requested a closed session.

3.1. Public Comment on all matters pertaining to Closed Session

There was no public comment on the closed session. The Commission went into closed session at 3:35 p.m.

3.2. Reconvene in Open Session

The Commission reconvened in open session at 5:00 p.m.

a. **Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).**

Commissioner Conroy declared that the Commission will await receipt of the transcript from this hearing and review it. The Secretary will post then post a date for a Special Meeting for deliberations and a decision by the Commission. All parties will be notified by the Secretary of the outcome.

b. **Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.12(a).**

Commissioner Conroy announced that none of the discussions held during closed session would be disclosed.

4. ADJOURNMENT

The Special Hearing was adjourned at 5:10 p.m.

Tania Bauer
Secretary

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Meeting, Tuesday, November 25, 2003 – 4:30 p.m.

698 Second Street ▪ Room 221 ▪ San Francisco ▪ California ▪ 94107

Item
No.

5/03
cial

1. ROLL CALL

Vice President	Russell Roeca
Commissioner	Pat Norman
Commissioner	Carlota del Portillo

Commissioners Conroy was excused due to holding a Disciplinary Hearing and Commissioner Nakajo due to business reasons

Also Present
Jonathan Lee, Deputy City Attorney

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2. PUBLIC COMMENT

There was no public comment

3. CLOSED SESSION TO CONFER WITH LEGAL COUNSEL

Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to discuss the matter of Billy Clark, et al v. City and County of San Francisco (Superior Court, Case No. 401-372)

1. Commissioner Norman moved for closed session and Commissioner del Portillo seconded. The Commission went into closed session at 3:40 p.m.
2. There was no public comment pertaining to the closed session.
3. The Commission reconvened in open session at 5:05 p.m.
    - a. Commissioner del Portillo moved and Commissioner Norman seconded not disclose any action taken in closed session.
    - b. Commissioner Norman moved and Commissioner del Portillo seconded not disclose any discussion held in closed session.

4. ADJOURNMENT

There being no further business, the meeting was adjourned at 5:10 p.m.

Tania Bauer
Secretary

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Meeting, Tuesday, November 25, 2003 - 5:00 p.m.

698 Second Street, Room 221, San Francisco, CA 94107

Item
No.

1. **On ROLL CALL,** the following were present:

Vice President	Russell Roeca
Commissioner	Pat Norman
Commissioner	Carlota del Portillo
Commissioner	Paul Conroy

President Nakajo was excused for business reasons.

Also Present
Molly Stump, Deputy City Attorney, Counsel to the Commission

2. PUBLIC COMMENT

There was no public comment

3. COMMISSION DELIBERATION, INCLUDING POSSIBLE APPROVAL OF PROPOSED FINDINGS OF FACT

Commission Deliberations concerning the formal complaint filed by Mario H. Treviño, Chief of Department, against Firefighter Keith Baraka, dated August 9, 2002, for violation of the Rules and Regulations as follows:

Section 3926 – Tardiness and Failure to Report

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957.

3.1. Vote on whether to hold Closed Session

Commissioner Conroy moved to hold Commission Deliberations in closed session and Commissioner del Portillo seconded. The motion was unanimously approved.

3.2. Public Comment on Closed Session for Commission Deliberations under Government Code 54957

There was no public comment. The Commission went into closed session at 5:05 p.m.

3.3. Reconvene in Open Session

The Commission reconvened in open session at 5:25 p.m.

a. **Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).**

Commissioner Conroy moved to report on action taken in closed session and Commissioner Roeca seconded. The motion was unanimously approved.

Commissioner Conroy reported that the Commission had deliberated on the Findings of Fact and, by a unanimous decision, had approved them as submitted with the exception of Item 2 which was to be revised from May 8, 2002 to June 28, 2002.

b. **Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.12(a).**

Commissioner Conroy moved not to disclose any discussions held during the closed session and Commissioner del Portillo seconded. The motion was unanimously approved.

4. ADJOURNMENT

There being no further business before the Commission, the hearing was adjourned at 5:30 p.m.

Tania Bauer
Secretary

FIRE COMMISSION

City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
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Tania Bauer, *Secretary*

No. 03-43

MINUTES OF THE FIRE COMMISSION

Special Meeting – Tuesday – November 25, 2003 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

DOCUMENTS DEPT.

DEC 10 2003

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1. **ON ROLL CALL,** the following were noted present:

Vice President Russell S. Roeca
Commissioner Pat Norman
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

President Stephen A. Nakajo was excused for business reasons.

Mario H. Treviño - Chief of Department
Raymond Balzarini - Deputy Chief, Operations
Joseph C. Asaro - Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Joanne Hayes-White - Division of Training
Lorrie A. Kalos - Division of Support Services
Gary P. Massetani - Division of Fire Prevention & Investigation

Chief Officers – Staff:

Marshal Isaacs, M.D. - Emergency Medical Services

Chief Officers – Firefighting Services:

Federico J. Sanchez - Division 2
Richard D. Bracco - Division 3

2. **APPROVAL OF THE MINUTES**

Regular Meeting of November 13, 2003, and Special Meeting of November 13, 2003 (4:00 p.m.)

Commissioner del Portillo moved and Commissioner Conroy seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through F) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, October 25 through November 7, 2003.

B. Suspension

Reporting suspension of the following:

No./Rank of Members	*Unit*	*Days*	*Dates*	*Violation of*
1 H2 Firefighter	Engine 6	30	11-20-03 thru 12-19-03	Sec. 3926 (Tardiness & Failure to Report)

C. Resignation

Submitting resignation of H3 Firefighter/Paramedic Catherine A. Diepenbrock, effective October 31, 2003. (Resigned with satisfactory services. Approximate length of service – 10 years.)

D. Leaves of Absence with Pay

Submitting requests for leaves of absence with pay for the time period from July 2003 through April 2004 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	2328 Nurse Practitioner	52
13	H2 Firefighter	315
5	H3 Firefighter/Paramedic	82
1	H20 Lieutenant	8
1	H30 Captain	6
1	H33 Rescue Captain	16
	Total number of Days with Pay	479

Submitting requests for intermittent leaves with pay for the time period from September 2003 through December 2004 for the following:

1	1241 Personnel Analyst	Oct. 23, 2003 – Jan. 04, 2004
1	1652 Senior Accountant	Nov. 05, 2003 – Dec. 01, 2003
1	H2 Firefighter	Sep. 20, 2003 – Sep. 20, 2004
1	H2 Firefighter	Oct. 03, 2003 – Oct. 03, 2004
1	H2 Firefighter	Sep. 01, 2003 – Sep. 01, 2004
1	H2 Firefighter	Oct. 25, 2003 – Oct. 25, 2004
1	H2 Firefighter	Oct. 21, 2003 – Oct. 21, 2004
1	H3 Firefighter/Paramedic	Oct. 09, 2003 – Oct. 09, 2004
1	H3 Firefighter/Paramedic	Oct. 11, 2003 – Dec. 31, 2003
1	H3 Firefighter/Paramedic	Sep. 03, 2003 – Sep. 03, 2004
1	A/H20 Lieutenant	Oct. 20, 2003 – Aug. 30, 2004
1	H20 Lieutenant	Dec. 03, 2003 – Dec. 03, 2004

E. Leaves of Absence without Pay

Submitting requests for leaves of absence without pay for the time period from September 2003 through December 2003 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	H3 Firefighter/Paramedic	44
	Total number of Days w/o Pay	44

F. Communications Received by Commission

The following communications have been received by the Commission from November 7, 2003, through November 18, 2003:

1. From Andrew C. Casper, (Ret) Chief of Department praising the compressed air system for firefighters' use in highrise fires and recommending the approval of the Resolution supporting the Rescue Air System. Copy: each Commissioner

2. From Lt. C. J. Edward Amit, SFFD Fire Reserve, requesting the use of the wording describing the Fire Reserve presentation in the minutes of the May 9, 2002 minutes for a website that is being planned for the Fire Reserve. Copy: each Commissioner

Commissioner del Portillo moved and Commissioner Conroy seconded. There were no questions or discussion and Items A through F on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted four letters commending members of the Department for response to requests for assistance, emergencies, or training.

Vice President Roeca directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Report

Report from Chief of Department Mario H. Treviño on current issues, activities and events in the Department.

Mario Treviño, Chief of Department, informed the Commission that staff is working with the Mayor's Budget Office in addressing the projected budget deficit for the current fiscal year. The Department had been requested to reduce some of its expenditures to alleviate the deficit.

Chief Treviño announced that on December 3, 2003, the Finance Committee of the Board of Supervisors will hear the Department's request for release of reserves for the Division of Training. Assistant Deputy Chief Joanne Hayes-White, Director of Training, will be addressing the Committee on this matter.

Furthermore, on December 10, 2003, Finance and Audit Committee will hear the Department's first monthly report on the progress of the seismic retrofit of Station 33. The Department is fully cooperating and will present various data and reports at the hearing.

Vice President Roeca directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Fire Code Amendments

Submitted for approval amendments to Table 106-B of the San Francisco Fire Code to increase certain Fees and to decrease certain Fees for Plan Review Services.

Assistant Deputy Chief Gary Massetani explained that the amendment was proposed to correct some clerical errors in the calculations for ranges of fees so that they would more accurately reflect the actual fees paid.

Commissioner del Portillo moved and Commissioner Norman seconded. There were no further questions or discussion and the Fire Code Amendments were approved on recommendation of Chief of Department.

D. Fire Commission Resolution 03-9

Submitting for adoption Resolution No. 03-9 declaring 1648 Pacific Street as surplus property and directing the Director of Property to take the required action under Article Section 23.3, Chapter 23, of the San Francisco Administrative Code.

Commissioner del Portillo moved and Commissioner Norman seconded.

Assistant Deputy Chief Gary Massetani informed the Commission that the Board of Supervisors wished to sell this property (1648 Pacific) and had, therefore, requested that the Commission declare the property surplus. The Department had previously presented this property to the Mayor's Budget Office as a cost cutting measure but it had been evaluated at a negative $188,000. At that time, the Mayor's Budget Office decided that it would cost money to sell the property and decided against selling it. Since then, the property has been re-evaluated and it has been valued well above $400,000. Supervisor Sandoval has requested that the Real Estate Department proceed with the sale of the 1648 Pacific once the Fire Commission has declared it as surplus property.

Commissioner Norman stated that the price of this 4,000 square feet property seemed undervalued considering its location. She understood that its designation as a historic landmark somewhat diminished its value in addition to its poor condition. Commissioner Norman believed it be a ridiculously low price for a property in Pacific Heights and was opposed to the sale on that principal.

Commissioner Conroy wished to know when Station 4 was decommissioned and if there was a firehouse constructed to take Station 4's place. Assistant Deputy Chief Massetani responded that the station had been decommissioned in late 1979, no new firehouse was built and the response to that area was reconfigured and divided among adjacent fire stations. Commissioner Conroy asked that if the Department had the funds to rehabilitate it would it be an effective firehouse in today's Department. Chief Massetani responded that an extensive amount of work would be needed to bring it up to standard. Additionally, the doors were too narrow and would not accommodate the newer trucks. He considered it a surplus property considering the amount of work needed and that no fire apparatus had been deployed from the station sine 1980.

Mario Treviño, Chief of Department, wished to point out to the Commission that considering the state of the City's and the Department's finances that if the property is not sold it will mean a reduction in the Department's operating budget. Supervisor Sandoval had requested that both Station 4 and Station 16 be declared surplus but the Department was able to upgrade Station 16 to a usable space for housing the Special Operations Division.

Commissioner del Portillo considered that the Department's assets are being cannibalized in times of economic need and she considers that a poor planning process. She wished to know what occurs if the Commission does not declare the property surplus. Chief Massetani responded that if the Commission does not declare 1648 Pacific as surplus, Real Estate can not sell it unless the Board of Supervisors intercedes. Commissioner del Portillo believed that an valuable yet undervalued piece of property should not be sold at this time until there is a better indication of where the economy will be in three to four months.

Joseph Asaro, Deputy Chief of Administration, noted that if the Commission does not declare the property as surplus, the Department must prepare and submit a plan on how it plans to use the property. He added that according to a recently passed ordinance by Supervisor Daily, any unutilized or underutilized property will be sold for $1 and homeless shelters will be built there instead.

Commissioner Conroy stated that he was inclined to vote against the resolution. He requested that the Department undertake a study to determine what beneficial use the property at 1648 Pacific can be put to, since approval of the resolution meant loss of capital assets that can never be brought back to the Department. Commissioner Conroy wished for the issue to be revisited in March or April of 2004.

There were no further questions or discussion. The Commission by a vote of 3 to 1 did not adopt Resolution No. 03-9.

E. Fire Commission Resolution 03-10

Submitted for adoption Resolution No. 03-10 providing a *San Francisco Fire Department Weapons Guideline* procedure for the use of force and firearms for the Bureau of Fire Investigation (BFI) personnel.

Assistant Deputy Chief Gary Massetani explained to the Commission that all Bureau of Fire Investigation (BFI) members are peace officers, that is, they are PC832 certified. In order for the San Francisco Police Department to certify them, BFI members must go through PC832 class training, then through annual retraining for re-certification and then to the Police firing range twice a year to be certified for using their weapons. Furthermore, all weapons are issued by the Police Department and must be returned to the Police Department when a member retires.

Chief Massetani stated that the reason for issuance of this Weapons Guideline is that the protocols have been changed in regards to use of force. Previously, the protocol stated that if physical control was not possible a firearm could be drawn. The revised Weapons Guideline provides two intervening steps, first, the use of liquid chemical agent (mace) and second, the uses of an authorized impact weapon. Additionally, this policy requires BFI inspectors to call for police backup and is stringent regarding requests for medical assistance when mace is used.

Commissioner del Portillo moved and Commissioner Conroy seconded. There were no further questions or discussion and Resolution No. 03-10 was adopted.

5. PUBLIC COMMENT

Douglas Goodin, Battalion Chief, wished to address the recent allegations concerning drinking while on duty. His Public Comment statement is attached to the minutes.

Commissioner Norman believes that there is a certain amount of drinking occurring on duty but due to a code of silence is not being spoken about or reported by people in positions of authority and responsibility. If there are individuals who can not stop drinking for 24 or 48 hours, they have a serious problem and the Department provides programs for detoxification and recovery. She unequivocally believes in a zero tolerance policy regarding drinking while on duty.

Commissioner Conroy wished to report some of his conclusions on the information that he and Commissioner Roeca have gathered as they interviewed numerous people in the Department. *Note: Commissioner Conroy's comments are attached to the Minutes.*

Commissioner Roeca wished to comment on the zero tolerance issue. He believes that under certain circumstances there could be a last chance agreement. Commissioner Roeca firmly believes that a last-chance agreement should not be applied to an officer who does not report the existence of drinking when that officer knows that it is going on. That officer should be terminated immediately since it has now become a leadership and accountability issue.

Commissioner Roeca observed during the interviews that he and Commissioner Conroy conducted of everyone adhering to the old ways. He recommended that this Department and all the departments in this city start thinking strategically; understanding what the mission is as a team; understanding what the vision is and then start adopting performance standards that are easily administered. A Commission can only do so much and, without standards to measure the Department's performance, oversight becomes almost impossible.

Commissioner Roeca noted that in today's economy, with governance that can be recalled and with public entities being held more accountable, leadership is needed from the top and going through the ranks. The Department needs to be much more strategic and needs to look at these issues. Now that the merger is in place, it can be seen that it was economically compelled, and the IAFF agrees. It is no longer financially feasible for a fire department to exist on suppression alone and keep all stations in operation. Commissioner Roeca stated that he has reiterated many times that everyone has to be on the same team. The mission has to be understood by everyone and every day decisions have to be made in that light. Commissioner Roeca pointed out the questions, related to the mission, that have to be asked: Is it where we want to be? Who are our stakeholders? Are we considering the public when we make our decisions or are we looking at our own unit, our own pocketbook? Are we looking at what is best for us as opposed to what is best for everyone involved?

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:40 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
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Tania Bauer, *Secretary*

SAN FRANCISCO FIRE COMMISSION

RESOLUTION 03-10

WHEREAS, the San Francisco Fire Department employs investigators in the Bureau of Fire Investigation; and

WHEREAS, those investigators have peace officer powers pursuant to Section 830.37 of the California Penal Code; and

WHEREAS, those investigators are authorized by both the Penal Code and the Department to carry firearms and other weapons; and

WHEREAS, the San Francisco Fire Department originally adopted a use of weapons policy in December 1993; and

WHEREAS, the Department is interested in providing additional tools to address potentially violent situations with weapons less potentially lethal than a firearm; and

WHEREAS, the Department wishes to have use of force policies consistent with that of the San Francisco Police Department, with whom they regularly partner; and

WHEREAS, the Department wishes to standardize required equipment and the procedures for use of the equipment; now, therefore, be it

RESOLVED, that the San Francisco Fire Commission approves the adoption of the attached San Francisco Fire Department Weapons Guideline as the policy of the San Francisco Fire Department.

Adopted at the Special Meeting of the San Francisco Fire Commission on November 25, 2003.

Ayes: Roeca, Norman, del Portillo, Conroy
Absent: Nakajo

T. B
Tania Bauer, Secretary

S.F.F.D.
Standard Operating Procedure
Reference:
B.F.I./S.F.P.D. Procedures

TITLE: S.F.F.D. Weapons Guideline
SUBTITLE: None
PURPOSE: This procedure will be the guideline for the use of force and firearms for the Bureau of Fire Investigation (BFI) Personnel.

Date Received: December 1, 1993
REVISED: June 7, 1999, September 4, 2003, November 18, 2003

I. S.F.F.D Weapon Guidelines:

A. The following guidelines will be strictly observed by all B.F.I. personnel who are issued firearms. **ALL BFI** personnel shall familiarize themselves with the regulations listed below and shall comply with the guidelines and regulations contained herein.

1. Only personnel who are ***P.O.S.T.*** certified or have successfully completed the ***P.C.832 Arrest and Firearms Training Course*** certified by the Commission on Peace Officers Standards and Training of the State of California will be issued a weapon. Either a **P.O.S.T.** certificate or a **P.C. 832** certificate of completion must be on file in the BFI office for each **permanent** or **acting** Investigator before a BFI member will be issued a weapon.

2. **The SFPD Range Master will issue an authorized handgun to BFI members** after the member completes the proper training at the SFPD Range. At the time of a member's retirement, detail to another unit, or any type of relinquishment of Peace Officer status, the member shall return the weapon to the SFPD Rangemaster and forward a SFFD General Form recording this transaction to the Lieutenant of the BFI.

   Members may carry their department issued weapon only while performing their authorized duties. Only SFPD issued ammunition shall be used in a department-issued weapon. No other handguns or ammunition are authorized for use while assigned to the Bureau of Fire Investigation.

3. The BFI Lieutenant and the BFI Weaponsmaster shall coordinate qualification requirements with the SFPD Rangemaster. All members shall qualify at least two times per year at the SFPD Range. Only the SFPD Range Staff shall perform any repairs or modifications of weapons. **No unauthorized modifications of any type to a SFPD issued weapons will be permitted.**

4. A BFI officer shall issue copies from pertinent sections of the Penal Code to newly assigned members of the BFI. BFI personnel shall familiarize themselves with the sections provided, including the following sections of the publication:

California Penal Code 830.37(a); 834; 835; 835(a); 836.1, 836.2.

5. Members issued a weapon by the SFPD shall be responsible for its security, cleanliness, and maintenance at all times. Members are to be aware of monthly responsibilities regarding weapons and training as outlined on the BFI Weaponsmaster Bulletin Board located in the Weapons Room. All members shall comply with designated training in a timely manner.

6. No member shall carry a weapon or train with a weapon while in a **disability** status.

7. While performing duties in the field, members **shall** carry the following equipment: **SFFD identification card, star, handcuffs, liquid chemical agent, authorized impact weapon, spare ammunition clip, and authorized firearm**. Members are responsible for the security, cleanliness, and maintenance of these items.

8. While in the quarters of the Arson Task Force, members shall keep all weapons either stored in the designated weapons locker or properly holstered.

II. Purpose of Order:

The purpose of this order is to set forth the policies and procedures of the Department concerning the drawing or discharging of weapons and the use of force by Officers and members performing their duties while acting in their Peace Officer status.

III. Policy Regarding Use of Force and Firearms:

A. It is the policy of this Department that Members shall exhaust all other reasonable means of apprehension and control before resorting to the use of firearms. It is also the policy of this Department that members shall not unnecessarily or unreasonably endanger themselves in applying the policies and procedures contained herein in actual situations.

B. Nothing in this policy shall preclude the drawing or exhibiting of a firearm during the course of an arrest or investigation when an Investigator deems it necessary for his/her own safety or that of another person. **Firearms shall not be displayed without justifiable cause.**

VII. Use of Force:

A. Policy

1. Members are frequently confronted with situations where control must be exercised to effect arrest and to protect the public safety. Control may be achieved through advice,

warnings, and persuasion, or by the use of physical force. While the use of reasonable physical force may be necessary in situations which cannot be otherwise controlled,

force may not be resorted to unless other reasonable alternatives have been exhausted or would clearly be ineffective under the particular circumstances.

2. It is the policy of the San Francisco Fire Department to accomplish the Peace Officer mission as efficiently as possible with the highest regard for the human dignity of all persons and with minimal reliance upon the use of physical force. The use of physical force shall be restricted to circumstances authorized by law and to the degree minimally necessary to accomplish a lawful Peace Officer task.

3. Members are permitted to use whatever force that is **reasonable and necessary** to protect others or themselves. The purpose of this policy is not to restrict members from using sufficient force to protect themselves or others but to provide general guidelines under which force may be used. Thereafter however, **members must be able to articulate the reasons for such use of force.**

B. Categories of Force to Employ (in ascending order of gravity):

1. When the use of force is necessary and appropriate, members shall, to the extent possible, utilize an escalating scale of options and should not employ more forceful measures unless it is determined that a lower level of force would not be adequate, or such a level of force is attempted and actually found to be inadequate. The scale of options, in order of increasing severity, is described in the following manner:

   a. Verbal persuasion

   b. Police assistance

   c. Physical control (i.e. handcuffs, bent wrist control)

   d. Liquid Chemical Agent (Mace/Oleoresin Capsicum)

   e. Authorized Impact Weapon

   f. Firearm

2. It is not the intent of the order to direct members that they must try each of the options before escalating to the next. Clearly, good judgment and the circumstances of each situation will dictate at which level an Investigator will start. **Members using any type of force are accountable for its use.**

C. Reasonable Force:

1. Members must frequently employ the use of force to effect arrests and ensure the public safety. It is not intended that any suspect should ever be allowed to be the first

   to exercise force thus gaining an advantage in a physical confrontation. Nothing in this order should be interpreted to mean that an Investigator is required to engage in prolonged hand to hand combat (with all its risks) before resorting to the use of force that will more quickly, humanely, and safely bring an arrestee under physical control.

2. Penal Code Section 835(a) provides that, "any Peace Officer who has reasonable cause to believe that the person to be arrested has committed a public offense may use reasonable force to effect the arrest, to prevent escape or to overcome resistance. A Peace Officer who makes or attempts to make an arrest need not retreat or desist from his efforts by reason of resistance or threatened resistance of the person being arrested, nor shall such Investigator be deemed the aggressor or lose his/her right to self-defense by the use of reasonable force to effect the arrest, or to prevent escape, or to overcome resistance."

D. Circumstances Justifying Use of Force:

1. Members of the Department may use force in the performance of their duties in the following circumstances:

   a. To prevent the commission of a public offense.

   b. To prevent a person from injuring himself/herself.

   c. To effect the lawful arrest/detention of persons resisting or attempting to evade that arrest/detention.

   d. In self-defense or in the defense of another person.

2. **Before using force**, the Investigator should consider these questions:

   a. What actions on the part of the suspect justify the use of force?

   b. What crime is being or has been committed?

   c. Does the situation require the immediate use of force?

E. Verbal Persuasion as a Means of Effecting Custody:

1. The practice of courtesy in all public contact encourages understanding and cooperation; lack of courtesy arouses resentment and often physical resistance. Simple directions which are complied with while you merely accompany the subject are by far

the most desirable method of dealing with an arrest situation. Control may be achieved through advice, persuasion and warnings before resorting to actual physical force.

2. The above should **NOT** be construed to suggest that you should ever relax and lose

control of a situation, thus endangering your personal safety or the safety of others. Members are permitted to use that force which is reasonable and necessary to protect them from bodily harm.

F. Use of Physical Control to Accomplish Custody:

1. Frequently, subjects are reluctant to be taken into custody and offer some degree of physical resistance. Normally all that is required to overcome the resistance is physical strength and skill in defensive tactics (physical control, handcuffs,etc.).

2. Defensive tactics are those physical techniques intended for use when weapons are not available or if their use is inadvisable or unreasonable under the circumstances. You must ensure that you are capable of utilizing physical skills to subdue a person. Good judgment is extremely important in deciding which tactics to use and how much force to apply. The force used must be deemed necessary.

3. If possible, when confronted with a situation which may necessitate the use of physical force, consideration should be given to calling for Police assistance **PRIOR TO THE CONTACT**.

4. In countering physical resistance and/or assault, an Investigator's primary goal is to control the situation. The level of force encountered determines what form of defense should be exercised.

5. **When conditions permit, the best means of controlling a subject is by the imposition of physical restraint.**

G. Use of Liquid Chemical Agent (Mace/Oleoresin Capsicum) To Accomplish Custody

1. Liquid chemical agent is a non-lethal device designed to subdue a person by projecting a specially formulated liquid onto the face. It is not designed to replace the revolver or impact weapon. Liquid chemical agent is a defensive weapon intended for use when attempting to subdue an unarmed attacker or to overcome resistance likely to result in injury to either the suspect or the investigator.

2. In most instances, liquid chemical agent will reduce or eliminate the necessity for greater physical force to effect the arrest. Every investigator should be equipped with liquid chemical agent and, when practical to do so, should use it rather than the impact weapon.

3. MEDICAL TREATMENT. If a chemical agent is utilized, members shall immediately

request an ambulance for medical assistance. Persons who have had Mace or O.C. sprayed on their faces shall have their faces washed and their eyes flushed with clean water as soon as possible.

4. A police unit shall also be requested for the purpose of assistance and to initiate an SFPD report.

I. Unnecessary Force Defined:

1. Unnecessary force occurs when it is apparent that the type or degree of force employed was neither necessary nor appropriate. When any degree of force is utilized as summary punishment or for vengeance, it is clearly improper and unlawful.

2. Malicious assaults and batteries committed by members constitute gross and unlawful misconduct. Penal Code Section 149 provides criminal penalties for every public officer who under the color of authority, without lawful necessity, assaults or beats any person.

3. When the use of force is applied indiscriminately, the Investigator will face criminal liability and Department disciplinary action.

4. Justification for the use of force is limited to what is reasonably known or perceived by the member at the time. Facts discovered after the event, no matter how compelling, cannot be considered in determining whether the force was justified.

J. Reporting and Investigating the Use of Force:

1. TYPES OF INCIDENTS REQUIRING REPORTING. Members must report the use of the following types of force:

   a) Physical control, when the person is injured or claims to be injured.

   b) Liquid chemical agent, when sprayed on or at the person.

   c) Authorized impact weapon, when the person is struck or jabbed.

   d) When the investigator finds it necessary to strike a suspect with his/her fist, a flashlight, or any other object.

   e) Drawing or discharge of firearm.

2. NOTIFICATION/INCIDENT REPORT. In all cases in which an investigator is required to report the use of force, the investigator using the force shall immediately notify his supervisor. In a General Form report, he/she shall include the following information:

a) The type of force used (e.g., struck with fist, etc.)

b) Reason for the use of force (e.g., subject resisted arrest.)

c) Any report of injury.

3. As soon as practical, the member shall ensure that a police unit is requested to respond to the scene for the purpose of initiating a police report.

4. SUPERVISORY OFFICER'S RESPONSIBILITIES. When notified of the use of force, supervisors shall determine whether anyone (including the investigator) has sustained an injury and its severity. If an injury has been sustained which is serious enough to require immediate medical treatment, the supervisor shall immediately respond to the scene of the incident unless a response is impractical, poses a danger, or where investigator's continued presence creates a risk. Response is optional in other reportable use of force incidents.

   Supervisors shall prepare a detailed report including the type of force used, any reported injuries, and the details of the incident to the Chief of Department within 24 hours. A copy of the police report shall be attached to the General Form Report.

IV. Use of Firearms:

It is the policy of the San Francisco Fire Department that investigators exhaust all reasonable means of apprehension and control before resorting to the use of firearms. Investigators, however, shall not unnecessarily or unreasonably endanger themselves in applying the policies and procedures contained in this order in actual situations.

A. Drawing Firearms

1. PUBLIC PLACES. An investigator shall not draw a firearm in any public place, except in the line of duty or for inspection by a superior.

2. INVESTIGATOR/PUBLIC SAFETY. Nothing in this policy shall prohibit the drawing or exhibiting of a firearm in the line of duty when an investigator reasonably believes it necessary for his/her own safety or for the safety of others. Investigators may also draw and be ready to use a firearm anytime they have reasonable cause to believe that they or another person may be in immediate danger of death or great bodily injury. Investigators **shall not** cock their firearms in these instances.

3. JUSTIFICATION. Any investigator drawing a weapon in public must be able to articulate the reasons consistent with this order and any other current order regarding the subject. Firearms shall not be displayed without justifiable cause.

4. HOLSTERING WEAPONS. When an investigator determines that the danger is eliminated, the handgun shall be holstered or the shoulder weapon held in a port arms position away from the person. If the person is not arrested, the officer should tell the individual the reason the weapon was pointed at him/her if the circumstances permit.

5. COCKING OF FIREARMS. An investigator shall not carry a firearm in the cocked position, except when instructed to do so at an authorized range.

B. Discharge of Firearms

1. REASONABLE METHODS OF APPREHENSION: Investigators shall not discharge a firearm in the performance of their duties except in the circumstances described below in Section IV. B. 2a, b, c, and only after all other reasonable methods and procedures of apprehension and control have failed. "Other reasonable methods and procedures of apprehension and control" shall be based upon the investigator's capabilities at the of the discharge, the nature and immediacy of the threat, the extent of the threat to innocent persons, the nature of the crime, and the suspect's reputation for violence.

2. PERMISSABLE CIRCUMSTANCES: Investigators **may** discharge a firearm in any of the following circumstances:

   a) In the necessary defense of himself/herself when the investigator has reasonable cause to believe that he/she is in imminent danger of death or serious bodily injury.

   b) In the necessary defense of another person when the investigator has reasonable cause to believe that the person is in imminent danger of death or serious bodily injury.

   c) To make an arrest when:

      (1) The investigator has reasonable cause to believe that the suspect has committed or attempted to commit a felony involving the use or threatened use of deadly force; and

      (2) The investigator has reasonable cause to believe that a substantial risk exists that the person to be arrested will cause death or serious bodily injury if his/her apprehension is delayed; and

      (3) After all other reasonable means of apprehension and control have been exhausted.

3. VERBAL WARNING. If feasible, and if to do so would not increase the danger to the investigator or others, a verbal warning to submit to the authority of the investigator shall be given prior to the use of deadly force.

4. ENDANGERING THE PUBLIC/RECKLESS DISCHARGE. Investigators shall take extreme care when discharging their weapons so as not to endanger innocent persons or jeopardize property. The discharging of firearms in a reckless and irresponsible manner, or while under the influence of any substance likely to impair physical or mental processes, is prohibited and subject to disciplinary action by the Department.

5. PROHIBITED CIRCUMSTANCES. Investigators **shall not** discharge firearms under any of the following circumstances:

   a) As a warning.

   b) At or from a moving vehicle unless the circumstances come within the provisions as set forth in Section IV., B., 2., a., b., c. of this order.

   c) In misdemeanor cases, except if the circumstances come within the provisions as set forth in Section IV., B., 2., a., b, c. of this order.

   d) At a moving vehicle with the intent to disable it.

VI. General Provisions:

A. A member shall file a written report through proper channels to the Chief of Department immediately following the loss or theft of his/her Department issued firearm. Included in the report shall be a complete description of the weapon (including the serial number), and all facts surrounding the loss or theft. The member shall also have a Police Report initiated and the case number shall be included in the report to the Chief of Department.

B. All accidental discharges shall be reported through chain of command to the Chief of Department within 48 hours. The report shall be sent on a General Form containing all information regarding the accidental discharge.

***Public Comment Statement* – This summary statement is provided by the speaker and is neither generated by, nor are its contents subject to approval by, the Fire Commission**

November 25, 2003

Good evening Commissioners, my name is Douglas Goodin and I am a Battalion Chief with 34 years of service with the SFFD. The purpose of my remarks tonight, are to briefly address the recent allegations concerning drinking while on-duty.

Since these allegations were aired on Channel 7 and in the SF Chronicle, several firefighters have expressed their dismay and concern to me regarding our administration's response. Additionally, these same firefighters have had to respond to some very difficult questions from family, friends, neighbors and citizens regarding these allegations. I too, have experienced many inquiries for the allegations made toward me. I understand the frustration and stress that many of my brother and sister firefighters are experiencing. I however, choose not to discuss these allegations. I was given the opportunity to comment on them during the investigation that was conducted by HRD, and I put my trust in their impartial investigation.

My main concern focuses on the response attributed to the Chief of Department. The Chronicle article stated and I quote: "For 137 years, drinking on duty has been pretty much tolerated," end quote. I disagree! That quote represents a serious indictment on our entire Department and unintentionally added credibility to the allegations.

This Department does not and will not tolerate drinking on duty. Since 1988, when former Chief of Department Fred Postel threw down the gauntlet acknowledging the existence of organized drinking in some fire houses, he warned that drinking on duty would no longer be tolerated. It was made extremely clear, if you were caught drinking while on duty you would be fired. Since that time this Commission and previous Commissions have terminated and/or forced the resignation of at least 14 members for alcohol or drug abuse. This figure is actually higher; time did not allow a thorough search of department records. During a similar period of time from 1968 to 1985, only ten members were suspended for use of "intoxicants," the most severe was a 20-day suspension – no terminations.

As with any unprofessional behavior, it is the actions of a few that damages the credibility of the whole. I believe that the vast majority of our members do not drink while on duty nor tolerate those who do.

Finally, I too, wish to extent my wish to all for a safe and Happy Thanksgiving.

Thank you.

COMMENT: COMMISSIONER PAUL CONROY
Special Fire Commission Meeting – November 25, 2003

At the time of the budget hearings, a number of complaints concerning conditions in the firehouses were addressed to the Commission and the press. These complaints included drinking in the firehouses and the poor treatment of firefighter-paramedics. The Commission held a special meeting in response to these complaints, at which public comment was taken. Commissioner Roeca and I decided to meet individually with interested persons and groups relative to these issues, and to discuss the status of the merger of fire suppression and emergency medical services (EMS) within the Department.

We spoke with the Chief of Department; chief officers in the administration - both suppression and EMS; representatives of Local 798; representatives of the Paramedic-Firefighters' association; the Director of the Emergency Medical Services Agency; the San Francisco Director of Human Resources; and other interested individuals. Additionally, during my time on the Commission, I have developed some understanding of these issues based on prior Commission meetings, ride-alongs with several different firehouses and talks with a number of members at greater alarm fires and department events.

I would like to talk about some of my general observations:

- It appears that the merger has progressed to the point that emergency medical services are truly integrated into the Department. Discussions are now centering around the finer details of how the Department can best provide fire-based emergency medical services. For this reason, the Commission's annually revised statement of purpose no longer refers to advocating for the realization of the merger – we view the merger as having been accomplished.

- With the accomplishment of the merger, the public is better served with shorter emergency medical response times.

- In the past two years we have gone from zero to a minimum of 21 and a daily average of 24 ALS (Advanced Life Support) engines to better serve the City.

- EMS and Suppression are now better integrated by sharing the same headquarters.

- Conditions are improved by the recent assignment of many paramedic firefighters to regular positions on engines.

- There is recognition by all who have been involved in our discussions that EMS is a very important and integral part of the Department.

- No one with whom Commissioner Roeca and I have spoken has suggested that the merger be un-done, that paramedic firefighters don't belong on engines, or that ambulances don't belong on the apparatus floor. This view is consistent with the International Association of Fire Fighter's endorsement of a Fire-based EMS provider system model.

Not surprisingly, there are several issues that remain to be resolved. The following is not an exhaustive list. Some of the issues that I observed, in no particular order of priority, are the following:

There should be greater communication between the Emergency Medical Services Agency director and the department's upper administration, so that each understands and appreciates the needs and requirements of the other.

There should be a specific goal -a declared vision - established for the manner and method by which EMS will be delivered - is that 21 ALS engines, 24, 26, or some other number? Should there be dedicated ambulances to supplement service in certain areas of the city? Is having 11 people respond to a 911 call for shortness of breath the best use of resources? One person will say this can be avoided by having all ALS engines, another will say, depending upon the area of the city, that it can be handled by a BLS engine with ALS to follow on an ambulance. As one person mentioned, until there is a definitive goal established, the "sides" to an issue will continue to maneuver to try to get the best position.

How can we distinguish between a true medical emergency and an otherwise healthy inebriate passed out on the sidewalk - and how can we deploy the appropriate and most efficient response? One solution might be to enlist merchants to make the first call to the Mobile Assistance Patrol when it's believed that there is no medical emergency - otherwise a "Cellular Samaritan" will eventually make the 911 call that triggers a full response.

In order to bring the vision into focus, there needs to be a method of obtaining statistical data and interpreting it so that objective and measurable data can be used to make decisions on these issues. The Department is taking a positive step by putting together a committee to work toward that goal. The Department should have a statistician to assist in demonstrating the performance and the requirements of the Department, particularly at budget time.

The Department should also have a section dedicated to planning, as Chief Trevino tried to do, but that funding was eliminated. The ability to plan for the future is critical to the success of the Department.

Enhanced statistical and planning capabilities will help the Department to better measure its performance, identify its requirements and support the funding required to most effectively serve the City.

Regular promotional examinations are critical to the success of the Department. On any given day, nearly half of the officer positions, and many Battalion Chief positions, are filled by acting officers because there haven't been promotions in many years. This is a very serious problem that adversely impacts morale, continuity, discipline and training. I'm told that, in addition to many other benefits, when the Department had regular promotional exams, everyone was studying, and that led to a higher level of knowledge and expertise throughout the department. I believe that the lack of promotions is one of the most serious problems in the department.

This ties into another issue - leadership. Several people have pointed this out. What has been mentioned is that there needs to be responsible leadership at every level of the department. Leadership is demonstrated by the firefighter who shows a probie the ropes - the firefighter who leads his or her peers by example and reputation - the officer who puts the house through a daily drill - the officer who sees inappropriate behavior in the firehouse and, rather than looking the other way, deals with it - the Battalion Chief who assumes the responsibility of leadership, even if that means he or she won't be liked. As one person told us – all members should take ownership - not only of the good aspects of the department, but they should also take responsibility for the problems in the department, rather than waiting for someone else to do it.

There are complaints that paramedic-firefighters are treated poorly in the firehouses. Others say that these are old complaints and do not reflect the current situation. Some have said that while this situation has gotten better, it still needs improvement. I understand that there are houses where there are no problems at all, and I've been advised of this by the firefighter-paramedic in that house. Obviously, poor treatment of any member of the department by another member is unacceptable and needs to be dealt with by the company officer or battalion chief. One suggestion that has been made is that the Department of Human Resources Employee Assistance Program could be utilized to deal with these situations as well as to improve member relations in general. This issue could also be improved by the continuity and stronger leadership provided by regular promotions.

There have also recently been complaints of drinking in some firehouses. Some have complained that there is social drinking taking place in some firehouses. "Social drinking in the firehouse" is an oxymoron. It should be called anti-social drinking. If this is occurring – and I have no evidence that it is – it's dangerous to the public and dangerous to other members of the department.

This complaint is now in the press, and the specific complaint is a matter that, at the Chief's request, is appropriately being investigated by the City Attorney's Office. If this complaint turns out to be true, it is an intolerable situation. If one member in this department is drinking on duty it is one person too many and it has the potential for disaster. If this problem exists, it needs to be dealt with at the firehouse and battalion level through a demonstration of leadership.

What may be helpful would be to have a mechanism for reporting an incident of suspected drinking anonymously to an entity that is independent of the Fire Department. This would help to avoid the potential for retaliation while dealing with any problems of drinking. At the very least, this is a system that could help put any unfounded allegations or rumors to rest.

If someone is identified as drinking on duty, I'm not convinced that termination of a member for a first offense drinking violation will achieve the intended result. I personally believe that other measures should be considered. I think that where a member is willing to take responsibility for correcting a problem, that member should be given one more chance to pursue rehabilitation and continue as a sober and contributing member of the Department. If there is a second offense, it may be appropriate to separate that person from the department.

There should be regular reports to the Commission of EEO complaints that are made, with the specific details omitted in order to protect the identity of the complainant. This needs to be done so that the Commission knows what is going on in the department.

I believe that there should be a continuing dialogue on these and other issues as the Department moves forward into the next year, so that concrete solutions can be identified and pursued.

This Department has a rich tradition of dedicated service. The admiration and respect which San Franciscans have for the Department and its members is well deserved. Despite differences of opinion among some members concerning the details of how the Department can best serve the City, and the difficulties that are encountered along the way, it is clear to me that each member of this Department is driven by the desire to do the best for the City. With that in mind, I'm confident that the Department will resolve these issues in a way that will provide an even greater level of service to San Francisco.

- - Paul Conroy

Emergency Communications Department
1011 Turk Street, San Francisco, CA 94102
(415) 558-3800 Fax (415) 558-3841

Willie L. Brown, Jr. Mayor

Daniel A. Sullivan Acting Executive Director

Chief Mario Treviño
Chief,
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107
November 10, 2003

Dear Chief Treviño,

Thank you for your involvement in the Fleet Week 2003 *Community Disaster Preparedness Fair*. Through the support of your department we had a terrific turnout this year with 25 local and statewide agencies participating. Once again we were blessed with beautiful weather - always an added bonus!

This annual event showcases what we offer in preparedness and response services. The Fleet Week festivities at the Marina Green venue are a great opportunity for us to meet the citizens we serve and help them "get prepared". However, none of this would be possible without your guidance and leadership.

We have already begun preparing for next year by reserving our spot at the Marina Green for the weekend of October 9 & 10, 2004. We look forward to your continued support and participation.

Again, please pass on my thanks to the staff that participated in this event. Our work as a committed team of individuals and agencies helps prepare San Franciscans for disasters. Thank you for your partnership and hard work!

Sincerely,

JoAnn Scordino

JoAnn Scordino
Community Disaster Preparedness Coordinator

Martha Perry

19 16th Ave. / San Francisco, CA 94118
415-221-6412

Dear Chief Mario Trevino,

I am writing to you regarding incident #45, Date 11/13/03, Case # 03090952.

I spoke with Lt. Britz who informed me that the men involved were from E31, M14, and E14. The names of these men are Mike Bellow, Mike Parker, Anson Wu, Carl Jepson, Perry Lee, Ivan Gomez, Mortimer Joyce, Wayne Wong, Russ Richards, Thomas Doudiet, Mr. Fazkerley, Lt. Wood, Lt. Britz and the firefighters were Asparlin, Cormac, Ho, Lopes, Orduna, and Posey.

It was a great team effort but in particular I remember Perry Lee, Ivan Gomez, and Russ Richards, and then there was a really kind and friendly fellow with a bushy mustache and I'm not sure what his name was, one of the above(?)!

I want to thank the wonderful men for their prompt assistance. They were there in minutes, and it was impressive how soft spoken and kind they were when they entered our house. They were all very professional and supportive. They were patient and obviously well qualified to deal with my concerns.

I feel proud to know that they all are part of our city's network. I felt like I was in good hands, and despite the stress of the situation, it was a tremendous relief to know that people like this are out there helping people every day.

Thanks again, and I wish them all the best,

Sincerely,

Martha Perry

Martha Perry

St. Nicholas Antiochian Orthodox Church
5200 Diamond Heights Boulevard
San Francisco, California 94131
Tel: (415) 648-5200 *Fax: (415) 647-0610* *Email: stnicksf@msn.com*

Fr. Nicholas Borzghol, Pastor

11-14-03

Chief Mario Trevino
Deputy Chief Ray Bazarini
SFFD, Battalion #6
698 2nd St.
San Francisco, CA 94107
Fax: (415) 558 3211

Dear Sirs,

On behalf of the St. Nicholas family, I would like to express our deep appreciation for your department's kind support and assistance during our preparation for our fire and safety drill. The assistance of Lt. Juarez office, Chief Robert Serrano, and Chief Philip Leanio are especially appreciated during these times of reduced staffing and increased demands on your services.

Your contribution to our safety, and the gracious manner in which you helped us made a huge impact on our safety management program, verifying information and offering us such valuable input. Your services are always a treasure to the community and our congregation.

Your safety and well being will always be in our prayers, and again, please accept our deepest gratitude for your time and support.

Father Nicholas Borzghol

CC:
Chief Robert Serrano
Chief Philip Leanio
Lt. Juarez
Jeries Azar and board of directors at St. Nicholas Church

GREENLEAF

October 21, 2003

ATTN: San Francisco Fire Department - Station #9

At 1:30 a.m., GreenLeaf had a small smoking fire in one of our warming rooms.

You responded quickly and appropriately, and we appreciate it. What could have been a disaster was avoided.

Thank you one and all from the GreenLeaf Team.

Wilkinson Greenleaf Inc. 1955 Jerrold Ave. San Francisco, California 94124 415 . 647 . 2991 Fax 415 . 282 . 2999

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Meeting, Thursday, December 11, 2003 – 3:00 p.m.

698 Second Street, Room 221, San Francisco, CA 94107

Item
No.

DOCUMENTS DEPT.
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1. **On ROLL CALL,** the following were noted present:

President	Stephen A. Nakajo
Vice President	Russell Roeca
Commissioner	Pat Norman
Commissioner	Paul Conroy

Commissioner del Portillo was excused to due to illness

Also Present
Marie Blits, Deputy City Attorney, Counsel to the Fire Commission
Tania Bauer, Commission Secretary

2. PUBLIC COMMENT

There was no public comment

3. COMMISSION DELIBERATION ON SUSPENSION APPEAL

In accordance with Section 4001 of the Rules and Regulations, H2 Firefighter David Johnson, Engine 14, has appealed his two-day suspension for the period October 1 and 2, 2003. Firefighter Johnson was suspended for violation of the Rules and Regulations as follows:

General Order 02 A-79 Department Communications Policy
Section 3942 – Unauthorized Use or Disposition of Property

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957.

3.1. Vote on whether to hold Closed Session

Commissioner Conroy moved to hold Commission Deliberations in closed session and Commissioner Norman seconded. The motion was unanimously approved.

3.2. Public Comment on Closed Session for Commission Deliberations under Government Code 54957

There was no public comment. The Commission went into closed session at 3:05 p.m.

3.3. Reconvene in Open Session

The Commission reconvened in open session at 3:25 p.m.

a. **Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).**

Commissioner Norman moved to report on action taken in closed session and Commissioner Roeca seconded. The motion was unanimously approved.

Commissioner Conroy reported that the Commission had deliberated on the charges against Firefighter Johnson and, by a unanimous decision, had upheld the Chief's recommendation for a two-day suspension and denied the appeal.

b. **Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.12(a).**

Commissioner Norman moved not to disclose any discussions held during the closed session and Commissioner Nakajo seconded. The motion was unanimously approved.

4. ADJOURNMENT

The hearing was adjourned at 3.25 p.m.

Tania Bauer
Secretary

4. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Meeting, Thursday, December 11, 2003 – 3:30 p.m.

698 Second Street, Room 221 ▪ San Francisco ▪ California ▪ 94107

Item
No.

1. **On ROLL CALL,** the following were noted present:

President	Stephen A. Nakajo
Vice President	Russell Roeca
Commissioner	Pat Norman
Commissioner	Paul Conroy

DOCUMENTS DEPT.
JAN 20 2004
SAN FRANCISCO
PUBLIC LIBRARY

Commissioner del Portillo was excused to due to illness

Also Present
Marie Blits, Deputy City Attorney, Counsel to the Fire Commission
Tania Bauer, Commission Secretary

2. **PUBLIC COMMENT**

There was no public comment

3. **COMMISSION DELIBERATIONS, INCLUDING POSSIBLE APPROVAL OF PROPOSED FINDINGS OF FACT**

Commission Deliberations and possible approval of proposed Findings of Fact in a case concerning the formal complaint filed by Mario H. Treviño, Chief of Department, against Firefighter Cynthia Childers, dated June 3, 2002, for violation of the Rules and Regulations as follows:

Section 3912 – Use of Intoxicants/Drugs
San Francisco Fire Department Substance Abuse Policy

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

3.1. Public Comment on all matters pertaining to Closed Session

There was no public comment on the closed session. The Commission went into closed session at 3:40 p.m.

3.2. Reconvene in Open Session

The Commission reconvened in open session at 4:00 p.m.

a. **Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).**

Commissioner Norman moved and Commissioner Conroy seconded to report on action taken in closed session. The motion was unanimously approved.

Commissioner Roeca declared that the Commission, by unanimous vote, accepted the Findings of Fact in the Cynthia Childers case as prepared by the City Attorneys' Office.

b. **Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.12(a).**

Commissioner Roeca declared that none of the discussions held during closed session would be disclosed.

4. ADJOURNMENT

The Special Meeting was adjourned at 4:05 p.m.

Tania Bauer
Secretary

CITY AND COUNTY OF SAN FRANCISCO

FIRE COMMISSION

IN RE CYNTHIA CHILDERS

FINDINGS OF FACTS

The San Francisco Fire Commission (the "Commission") held a disciplinary hearing on September 4, 2002. At the hearing, the Commission considered the June 3, 2002 formal complaint brought by Mario H. Treviño, Chief of Department, against Firefighter Cynthia Childers for violation of the Section 3912 of the Rules and Regulations of the San Francisco Fire Department (the "Department") and the Department's Substance Abuse Policy. Firefighter Childers was represented by attorney Sylvia Courtney of Courtney Law Offices. Chief Treviño and the Department were represented by Deputy City Attorney Jonathan Rolnick. Sworn testimony and documentary evidence was received from both parties. Upon considering the evidence and written and oral arguments presented by the Department and Firefighter Childers, the Commission makes the following Findings.

1. Firefighter Childers was employed as a H2 Firefighter with the Department September 19, 1998. After completion of her probation, she was assigned in January 2001 to Engine Company 39, located on Portola Drive at Miraloma in San Francisco. She served on B watch. (Parties' Joint Statement ("J.S.") at page 2; Reporter's Transcript ("R.T.") at pages 105:1-107:4.)

2. Firefighter Childers was on duty on November 14, 2001. (J.S. 3; R.T. 121:14-20, 123:19-22.)

3. During dinner on November 14, 2001 Firefighter Joseph M. Schiebold, the Acting Lieutenant assigned to Engine 39 that watch, observed behaviors~~-~~by Childers that caused him to

be concerned for her well-being. During dinner, Firefighter Childers slouched down in her seat with her head on her chest. (J.S. 3; R.T. 170:2-19.)

4. Firefighter Schiebold asked Childers if something was wrong. Childers was initially unresponsive, but then became tearful and reported that she was experiencing problems at home. (J.S. 3.) Childers appeared disoriented and was not fully functional. (J.S. 3; R.T. 27:16-29:15, 30:9-31:12, 33:7-13, 48:7-12, 170:2-16; Joint Exh. 10, 11.)

5. Firefighter Schiebold notified Battalion Chief Michael Kearney who responded to Engine 39 and called Medic 15 to care for Firefighter Childers. (J.S. 3; R.T. 26:24-27; Joint Exh. 10.)

6. Captain Mark Donnelly of the Department's Investigative Bureau was called ~~to~~ and also responded to Station 39 on November 14, 2001. (R.T. 42:11-42:25; Joint Exh. 11.)

7. Battalion Chief Kearney determined that there was reasonable suspicion to administer a drug and alcohol screening test. (R.T. 43:11-44:8; Joint Exh. 11.)

8. Captain Donnelly testified that the battalion chief read the Department form statement to Firefighter Childers in front of Donnelly and other Department supervisors and Union Representative Joe Moriarty, informing her why she was being asked to provide a urine sample. (R.T. 44:9-24; Joint Exh. 11 at page 92 "San Francisco Fire Department Order for Urine and/or Breath Sample;" R.T. 56:3-23.)

9. Captain Donnelly testified: "originally, she didn't want to take the test, so we kind of, like, talked her into it knowing that, one, 'You'll be fired immediately for not taking it,' and two, 'At least you'd be on a diversion program if something happened.'" (R.T. 48:12-17; 56:24-59:7, 59:25-65:13.)

10. Whether what Firefighter Childers was told was an accurate statement of the reasons and the Department rules, is disputed.

11. Firefighter Childers agreed to and did provide a sample at Station 39. (J.S. 3; R.T. 44:10-24; Joint Exh. 11.)

12. The sample taken was an observed urine sample. Firefighter Anita Paratley assisted in and observed the collection of Firefighter Childers' urine sample. (J.S. 3; R.T. 45:1-48:6; Joint Exh. 11.)

13. Captain Donnelly transported the urine sample to the Department's Headquarters where it was stored in a locked refrigerator overnight. The following morning, November 15, 2001 Captain Donnelly provided the urine sample for testing to the office of Dr. Boyd Stevens, Medical Examiner for the City and County of San Francisco. (J.S. 3; R.T. 47:19-49:13; Joint Exh. 11.)

14. The Chief Medical Examiner's report stated that the urine sample tested positive for alcohol ("ethanol"). (J.S. 3; Joint Exh. 9.) The sample showed an alcohol content of 0.45%. (R.T. 50:17-25, 52:2-11; Joint Exh. 9, 11.) Childers does not contest the accuracy or reliability of this test result. (J.S. 2, *see* Issue No. 2.)

15. Firefighter Childers admitted that she drank heavily on the night of November 13 and into the early morning of November 14, 2001. (R.T. 122:1-5, 141:3-10.)

16. Firefighter Childers admitted that she consumed alcohol in the form of vanilla extract during her watch on November 14, 2001. (J.S. 2, *see* Issue No. 1; R.T. 110:19-25, 126:~~25~~ 9-126:25, 141:16-142:2.)

17. Firefighter Childers was transported by Medic 15 to University of California at San Francisco Medical Center Emergency Room. She remained there overnight. (J.S. 3; R.T. 27:16-28:3, 33:17-25; Joint Exh. 10.)

18. Firefighter Childers was placed on suspension effective November 20, 2001. (J.S. 3.)

19. On December 19, 2001, Firefighter Childers voluntarily entered an inpatient treatment program for chemical dependency and completed the program. (J.S. 3; R.T. 127:12-128:14; Childers Exh. 1.) Firefighter Childers then continued by using various after-care and self-help programs. (R.T. 128:20-130:11.)

20. Firefighter Childers was reinstated to a light duty position in the administrative offices of the Department on or about February 27, 2002. At the time of the Commission hearing, she was assigned to Department headquarters. (J.S. 3; R.T. 107:13-10, 131:10-132:7.)

21. Until the November 14, 2001 incident at issue, Firefighter Childers "performance as a firefighter was satisfactory in all respects." (J.S. 3.)

22. Captain Monica Fields testified at the September 2002 hearing that she is assigned to the Investigative Services Bureau at Department Headquarters ("ISB"), where Firefighter Childers was assigned to light-duty in approximately May 2002, and that she supervised Firefighter Childers during this time period. Firefighter Childers also performed work for others at Headquarters, including participation in community relations events where she had received compliments for her work. Captain Fields testified that Firefighter Childers' work for ISB had been punctual and efficient, that she gets along well with others in the office, and that Captain Fields would like for Firefighter Childers to continue working in that position. Captain Fields also testified that she would not have any reservations about sending Firefighter Childers back to the field ("I'd work with her in a minute."). (R.T. 173:16-178:13; Childers Exh. 2.)

23. Department Rule 3912, Intoxicants and Drugs, provides as follows:

> 1. Member shall at no time bring into or keep in or about the stations or premises of the Department any intoxicating liquor, drugs, substance, or compound.
>
> 2. Members shall not report for duty at their places of assignment under the influences of any intoxicating liquor, drugs, substances or compound, and they shall not have any of these intoxicants/drugs in their possession at such time. They shall not ingest or consume, or be under the influence of these intoxicants/drugs while on duty or while in uniform off-duty.
>
> 3. **********
>
> 4. When there is reasonable and probable cause to believe that a member is under the influence of any intoxicating liquor, drug, substance or compound while on-duty, or while in uniform while off-duty, or that a member is possessing or using illegal drugs any time, the suspected member shall be required to submit to physical examination or appropriate chemical test administered by the Department's physician, an officer from the Investigated Services Bureau, or qualified representative of the Department, or other authorized agency when ordered to do so by the Chief of Department or Deputy Chief, Operations. Refusal to immediately to submit to such examinations or

> tests will shall be deemed violation of Section 39.23-Disobedience (R.T. 133:9-134:6; Joint Exh. 2.)

24. The Department's Substance Abuse Policy provides, in part:

> The emergency worked performed by this Department requires its members to be free from the uses of illegal or controlled substances at all times. It also requires its members to be free from the influence of alcohol while on duty. Members who are impaired present a substantial hazard to themselves, other members, and public. The San Francisco Fire Department urges any members who believes that he or she may have a substance abuse problems to seek assistance from voluntarily from the Stress Unit or the San Francisco Employee Assistance Program. (R.T. 40:3-14, 135:23-136:4; Joint Exh. 3.)

25. The Department's Substance Abuse Policy provides in part, that:

> Department members would be considered impaired and unable to perform their duties in a safe manner if an alcohol level is above 0.02%. (*Id.)*

26. Between 1997 and 2002, the Department charged three other firefighters with violation of 3912 of its Rules and Regulations. All three involved on-duty conduct. In two cases, the firefighters agreed to reasonable suspicion testing, tested positive for alcohol or drugs, and resolved the charges against them by entering into a "last chance agreement" In one case, the firefighter refused to submit to a reasonable suspicion testing and was terminated. (Childers' Exh. 6.)

27. According to the recollection and testimony of long-time Department members Captain Donnelly and (Union Representative) Captain Moriarty, they were not aware of any Department member being terminated for a first offense alcohol or drug violation, except where the member refused to be tested at the time of the offense. (R.T. 58:14-59:7, 229:18-233:7.)

28. Firefighter Childers testified that she was generally familiar with the contents of Rule 3912 prior to November 14, 2001. (R.T. 133:20-135:22.)

29. Firefighter Childers testified that she was not aware of the existence and content of the Department's Substance Abuse Policy prior to the incident of November 14, 2001. (R.T. 135:23-136:9; Joint Exh. 3.)

30. It is disputed whether the contents of the Department's Substance Abuse Policy and Rule 3912 were ambiguous prior to the incident in question regarding the sanction of

termination for first offenders, and whether the Policy and the Rule were effectively communicated to Department members.

31. Firefighter Childers admits that she violated Rule 3912 and the Substance Abuse Policy on November 14, 2001, by being under the influence of alcohol and consuming alcohol while on duty. (J.S. 2, *see* Issue No. 1; R.T. 123:19-22.)

32. Firefighter Childers testified that she is very remorseful that the incident in question occurred, that she was not in her right mind on the day in question, that she has worked very hard to recover from her alcoholism by successfully completing the inpatient program and then continuing participation in outpatient programs, that she has successfully returned to work at Department Headquarters where she has received very positive reports from her supervisor, that she is now a stronger person who better understands how to constructively handle stresses, and that she very much wants to continue working as a Firefighter. (R.T. 125:25-126:8, 127:12-130:14, 131:10-133:5, 136:22-137:4, 156:18-157:13, 158:7-159:9, 173:16-178:13, 179:22-180:1; Childers Exh. 1, 2.)

33. The Department's Rules and Regulations provide that violation of Article 39 General Rules, including Rule 3912, "shall be considered cause for disciplinary action up to and including dismissal." (R.T. 135:2-22; Dept. Exh. 14.)

34. Chief Treviño recommended termination in this case, due to the danger that Firefighter Childers created for her fellow firefighters, the public, and herself, by her incapacitating on-duty actions at issue. (R.T. 74:19-76:23, 88:7-89:5.)

35. The above Findings are issued in support of the Commission's previously announced (unanimous) Decision that Firefighter Cynthia Childers violated Section 3912 "Intoxicants/Drugs." (Aye: Nakajo, Conroy, Del Portillo, Norman, Roeca; R.T. 283:19–284:11.)

36. The above Findings are also issued in support of the Commission's previously announced (split) Decision to accept the Chief's recommendation of termination of Firefighter Childers. (Aye: Nakajo, Del Portillo, Norman; Nay: Conroy, Roeca; R.T. 284:12–285:4.)

The above Findings were approved by unanimous vote of the Commission at its meeting on December 11, 2003.

Dated: December 12, 2003

By: Tania Bauer, Commission Secretary

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Meeting, Thursday, December 11, 2003 – 4:00 p.m.

698 Second Street, Room 221 ▪ San Francisco ▪ California ▪ 94107

Item
No

1. **On ROLL CALL,** the following were noted present:

/03
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President	Stephen A. Nakajo
Vice President	Russell Roeca
Commissioner	Pat Norman
Commissioner	Paul Conroy

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Commissioner del Portillo was excused to due to illness

Also Present
Marie Blits, Deputy City Attorney, Counsel to the Fire Commission
Tania Bauer, Commission Secretary

2. **PUBLIC COMMENT**

There was no public comment

3. **COMMISSION DELIBERATION AND POSSIBLE APPROVAL OF FINDINGS OF FACT**

Commission Deliberations concerning a formal complaint filed by Mario H. Treviño, Chief of Department, against Firefighter Daniel Boreen dated March 27, 2003, for violation of the Rules and Regulations as follows:

Section 3905 – Unfamiliarity with Rules
Section 3922 – Acts Detrimental to the Welfare of the Department
Section 3924 – Insubordination
Section 3942 – Unauthorized Use or Disposition of Property

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

A. **COMMISSION DELIBERATIONS**

3.1. **Public Comment on all matters pertaining to Closed Session**

There was no public comment on the closed session. The Commission went into closed session at 4:15 p.m.

3.2. **Reconvene in Open Session**

The Commission reconvened in open session at 5:15 p.m.

a. **Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).**

Commissioner Norman moved and Commissioner Conroy seconded to report on action taken in closed session. The motion was unanimously approved.

Commissioner Roeca declared that by unanimous decision the Commission found Firefighter Boreen guilty as charged of the following violations:

Section 3905 – Unfamiliarity with Rules
Section 3922 – Acts Detrimental to the Welfare of the Department
Section 3924 – Insubordination
Section 3942 – Unauthorized Use or Disposition of Property

The Commission divided the charges into two offenses and set the following penalty:

Section 3924 – Insubordination

The Commission prescribed a 10-day suspension for the above offense.

Section 3905 – Unfamiliarity with Rules
Section 3922 – Acts Detrimental to the Welfare of the Department
Section 3942 – Unauthorized Use or Disposition of Property

The Commission prescribed a fine of one month's salary for the above offense.

The Commission decided that Firefighter Boreen may pay the fine and serve the suspension over a period of one year.

b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.12(a).

Commissioner Roeca declared that none of the discussions held during closed session would be disclosed.

B. APPROVAL OF FINDINGS OF FACT

Commissioner Conroy moved to report on action taken in closed session and Commissioner Nakajo seconded. The motion was unanimously approved.

Commissioner Roeca declared that the Commission, by unanimous vote, accepted the Findings of Fact in the Daniel Boreen case as prepared by the City Attorneys' Office.

4. ADJOURNMENT

The Special Meeting was adjourned at 5:20 p.m.

Tania Bauer
Secretary

CITY AND COUNTY OF SAN FRANCISCO

FIRE COMMISSION

IN RE DANIEL BOREEN	**FINDINGS OF FACT**

The San Francisco Fire Commission ("Commission") held a Disciplinary Hearing for Firefighter Daniel Boreen on October 31 and November 10, 2003. At the hearing, the Commission considered the March 27, 2003 formal complaint brought by Mario H. Treviño, Chief of Department against Daniel Boreen for violation of Section 3905 – Unfamiliarity with Rules, Section 3922 – Acts Detrimental to the Welfare of the Department, Section 3924 – Insubordination, and Section 3942 – Unauthorized Use or Disposition of Property of the Rules and Regulations of the San Francisco Fire Department ("the Department"). Firefighter Boreen represented himself, assisted by Joseph Moriarty, Vice President, San Francisco Firefighters Local 798. Chief Treviño and the Department were represented by Deputy City Attorney Gina Roccanova. Sworn testimony and documentary evidence was received from both parties. Upon considering the evidence and written and oral arguments presented by the Department and Firefighter Boreen, the Commission makes the following Findings.

FINDING OF FACT	SUPPORTING EVIDENCE
1. On Thanksgiving Day, November 28, 2002, Firefighter Daniel Boreen entered the locked Treasure Island Training Facility and removed the standpipe system from Building F1.	Testimony of FF Daniel Boreen; testimony of ADC Joanne Hayes-White; Department's Exhibit 7 (12/5/02 memorandum to Chief Trevino from ADC Hayes-White); Exhibit 8 (12/2/02 memorandum to Chief of Department from R. Albano)
2. Firefighter Boreen did not request permission or in any way attempt to notify the Department before removing the standpipe	Boreen testimony; testimony of Deputy Chief Joseph Asaro
3. On Monday, December 2, 2002, Lieutenant Edward Moy discovered that the standpipe had been removed from the Treasure Island Facility over the Thanksgiving weekend. All of the components, with the exception of the inlet manifold, had been taken from the premises.	Department's Exhibit 8 (Memorandum from R. Albano to Chief of Department dated 12/2/02); Hayes-White testimony
4. Lt. Moy did not know at that time who had taken the standpipe or why. He searched for a note or other indicator of why the standpipe had been removed, but found none. He reported the missing equipment to Training Captain Russell Albano, who, at the direction of Assistant Deputy Chief Joanne Hayes-White, reported the incident to the police.	Department's Exhibit 8 (Memorandum from R. Albano to Chief of Department dated 12/2/02); Hayes-White testimony
5. Assistant Deputy Chief Joanne Hayes-White was assigned to conduct an investigation into the standpipe's disappearance.	Hayes-White testimony; Asaro testimony
6. On December 4, 2002, ADC Hayes-White	Hayes-White testimony; Department's

interviewed Firefighter Daniel Boreen.	Exhibit 7
7. ADC Hayes-White interviewed FF Boreen because he had installed the standpipe several years earlier while on a light duty assignment.	Hayes-White testimony
8. During the December 4 interview, FF Boreen admitted that he removed the standpipe. He stated that he did so because he was angry over having his vacancy bid disqualified.	Hayes-White testimony; Department's Exhibit 7
9. During the December 4 meeting, Boreen also indicated his belief that the equipment he had removed from the training facility was his property.	Department's Exhibit 7
10. To follow up on FF Boreen's contentions, ADC Hayes-White investigated the origins of the standpipe. To that end, she interviewed Deputy Chief Asaro, who recalled that a sprinkler company had donated the materials, that Boreen had helped to install the system, and that the Department had sent a letter of acknowledgement to the sprinkler company thanking it for the donation.	Hayes-White testimony; Asaro testimony
11. ADC Hayes-White also reviewed information from Lieutenant Al Gughemetti, who had firsthand information regarding the acquisition and installation of the standpipe in 1999.	Hayes-White testimony; Department's Exhibit 10 (1/22/03 memorandum from Lt. Gughemetti to ADC Hayes-White)
12. A sprinkler company for which FF Boreen had worked before joining the SFFD had donated the standpipe and related materials in 1999.	Testimony of Lt. Al Gughemetti; Department's Exhibit 10
13. FF Boreen, Lt. Gughemetti, and Rich Pogre installed the standpipe system at Treasure Island.	Gughemetti testimony; Department's Exhibit 10
14. The standpipe was affixed to the building in a manner designed to be permanent. Its removal took FF Boreen a full day and into the evening to complete.	Boreen testimony; Gughemetti testimony; Department's Exhibit 7; Boreen's Exhibit 1
15. After the installation was completed, FF Boreen requested that the Department install a plaque thanking the sprinkler company for donating the materials.	Gughemetti testimony; Boreen testimony
16. FF Boreen did not present any receipts for the materials, did not insure the standpipe, did not have any written agreement with the Department or its maintenance	Boreen testimony; Boreen exhibits

contractor regarding the standpipe, did not pay for its installation, and never asserted in writing that he believed it belonged to him at any point before he removed it.	
17. On December 13, 2002, ADC Hayes-White met with FF Boreen again. At that meeting, she gave him a direct order to return the standpipe before close of business on December 17, 2002.	Hayes-White testimony; Department's Exhibit 6
18. Boreen heard and understood ADC Hayes-White's direct order to return the standpipe.	Boreen testimony; Department's Exhibit 6
19. Boreen did not comply with Hayes-White's order.	Boreen testimony; Department's Exhibit 6
20. FF Boreen's actions in removing the standpipe cost the Department in excess of $10,000.00 in replacement costs. In addition, the Department was deprived of the use of the standpipe during several in-service training cycles.	Hayes-White testimony; Department's Exhibit 9 (estimates)

The above Findings are issued in support of the Commission's unanimous decision at its meeting of December 11, 2003 that found Firefighter Boreen guilty as charged of all violations. The Commission divided the charges into two offenses and set the following penalty:

For violation of Section 3924 – Insubordination, the Commission prescribed a 10-day suspension for this offense.

For Section 3905 – Unfamiliarity with Rules, Section 3922 – Acts Detrimental to the Welfare of the Department, and Section 3942 – Unauthorized Use or Disposition of Property, the Commission prescribed a fine of one month's salary for this offense.

The Commission decided that Firefighter Boreen may pay the fine and serve the suspension over a period of one year.

Dated: December 12, 2003
By: Tania Bauer, Commission Secretary

FIRE COMMISSION

City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
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Tania Bauer, *Secretary*

No. 03-47

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – December 11, 2003 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. **ON ROLL CALL,** the following were noted present:

President Stephen A. Nakajo
Vice President Russell S. Roeca
Commissioner Pat Norman
Commissioner Paul A. Conroy

Commissioner Carlota del Portillo was excused because of illness.

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Mario H. Treviño - Chief of Department
Raymond Balzarini - Deputy Chief, Operations
Joseph C. Asaro - Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Bernie F. Lee - Division of Airports
Joanne Hayes-White - Division of Training
Lorrie A. Kalos - Division of Support Services
Gary P. Massetani - Division of Fire Prevention & Investigation
Jane Smith - Division of Emergency Medical Services (Acting)

Chief Officers – Firefighting Services:

James A. Barden - Division 2 (Acting)
Johnny R. Lo - Division 3

2. **APPROVAL OF THE MINUTES**

Regular Meeting of October 9, 2003, Special Meetings of November 25, 2003 (4:30 p.m., 5:00 p.m. and 6:00 p.m.), and Special Hearings of November 13, November 19, and November 25, 2003 (3:30 p.m.).

Commissioner Roeca moved and Commissioner Norman seconded. There were no questions or discussion and the minutes of the Special Meetings of November 25, 2003 (4:30 p.m., 5:00 p.m. and 6:00 p.m.), and Special Hearings of November 13, November 19, and November 25, 2003 (3:30 p.m.) were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through G) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during November 2003.

Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during October 2003.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, November 8 through November 21, 2003.

B. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Leidecker, Gordon E.	H20 Lieutenant	Service	Oct. 10, 2003
Wyman, Gregory B.	H20 Lieutenant	Service	Nov. 02, 2003
Scannell, Joseph A.	H6 Investigator	Service	Nov. 04, 2003
Hardcastle, Steven R.	H3 Firefighter/Paramedic	Ind. Dis.	Jun. 18, 2003
Rohrs, James S.	H2 Firefighter	Service	Nov. 08, 2003

(Retirement Certificates will be presented at Fire Commission meeting of February 26, 2004)

C. Military Leaves

Submitting for approval applications from two members for Military Leaves of Absence with pay, in order to comply with Military Orders received from their commanding officers:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Donnelly, Mark S. CMSGT	H30 Capt.	11-16-03 thru 11-17-03	2	US Air Force Res. Travis AFB, CA	Attend Active Duty Training
Caulder, Leonard TSGT	H3 FF/PM	11-17-03 thru 11-21-03	5	US Air Force Res. Travis AFB, CA	Attend Active Duty Training

D. Suspension

Reporting suspension of the following:

No./Rank of Members	*Unit*	*Days*	*Dates*	*Violation of*
1 H10 Incident Support Specialist	VR 10	4	12-13-03 12-14-03 12-16-03 12-17-03	Sec. 3905 (Unfamiliarity with Rules) Sec. 3922 (Acts Detrimental to Welfare of Department) Sec. 3942 (Unauthorized Use or Disposition of Property)

1 H2 Firefighter	Truck 16	2	12-13-03 thru 12-14-03	Sec. 3915 (Proper Behavior) Sec. 3919 (Unacceptable Language) Sec. 3924 (Insubordination)
1 H2 Firefighter	Engine 6	30	12-02-03 thru 12-31-03	Sec. 3926 (Tardiness & Failure To Report)

E. Resignation

Submitting resignation of H3 Firefighter/Paramedic Brian K. Stewart, effective November 21, 2003. (Resigned with satisfactory services. Approximate length of service – one year.)

F. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
EMS RC 4	03-4-066	9/5/03	919	B	Bill
Cause:	While responding with red lights and siren, RC 4 gained control of the intersection and was struck by a civilian vehicle that failed to yield to emergency vehicle				
Engine 19	03-4-067	10/4/03	501	A	File
Cause:	While proceeding to a Battalion drill and making a right turn, Eng 19 struck a parked civilian vehicle				
Medic 12	03-4-068	10/5/03	731	A	File
Cause:	While backing up at a medical call, Medic 12 struck a power pole; no spotters were posted (paramedic was in back of the ambulance caring for patient)				
Engine 34	03-4-069	10/6/03	593	B	File
Cause:	While parked in Safeway lot, Eng 34 was struck by a civilian vehicle				
Engine 26	03-4-070	10/8/03	599	A	File
Cause:	Misjudged clearance - While making a supply lead at a working fire, Eng 26 struck a parked civilian vehicle				
Truck 8	03-4-071	10/9/03	623	A	File
Cause:	Misjudged clearance - While driving on Mission Street, Trk 8 struck and broke mirror of a parked pickup truck				

Medic 29 03-4-072 10/9/03 742 B Bill

Cause: While parked and unoccupied, Medic 29 was struck by a civilian vehicle which broke Medic 29's mirror

Engine 39 03-4-073 10/10/03 590 C File

Cause: While returning to quarters from DOT drill, Eng 39 clipped mirror of a civilian vehicle in adjoining lane

Engine 17 03-4-074 10/11/03 534 A File

Cause: While making a right turn, Eng 17 scraped the rear of a parked civilian vehicle

Engine 10 03-4-075 10/14/03 531 B File

Cause: While pulling into the same lane at the same time as a civilian vehicle, Eng 10 unknowingly came into contact with civilian vehicle; civilian vehicle did not stop

Medic 17 03-4-076 10/16/03 743 A File

Cause: While attempting to park, Medic 17 backed into a parked civilian vehicle

Engine 12 03-4-077 10/17/03 532 A File

Cause: While beginning to turn left at an intersection, Eng 12 struck an illegally parked vehicle on the right side

ISB 03-4-078 10/24/03 208 B Bill

Cause: While driving on Bryant Street, department vehicle was struck by a civilian vehicle exiting a parking lot

Engine 38 03-4-079 10/27/03 584 B Bill

Cause: While responding to a building alarm, Eng 38 gained control of the intersection and was struck by a vehicle which failed to yield to emergency vehicle

Engine 2	03-4-080	10/28/03	583	A	File
Cause:	While passing a bus on a narrow street, Eng 2 clipped mirror of bus				
Engine 11	03-4-081	10/29/03	586	A	File
Cause:	While leaving the scene of a medical call, Eng 11 scraped a civilian vehicle				
Truck 10	03-4-082	10/30/03	613	A	File
Cause:	While backing into quarters, Trk 10's tiller struck stanchion guard; spotters were posted, driver did not react in time				
Medic 36	03-4-083	10/30/03	733	A	File
Cause:	While making left turn on a narrow street, Medic 36 bumped a parked civilian vehicle				
Medic 38	03-4-084	10/31/03	744	B	Bill
Cause:	While responding with red lights and siren and passing a stopped civilian vehicle, Medic 38 was struck when the vehicle made a sharp left turn				

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

G. Communications Received by Commission

The following communications have been received by the Commission from November 19, 2003, through December 4, 2003:

1. From Sherman Tillman III, on behalf of the members of Station 13, submitting research about cell base station radiation, which is detrimental to the health of the members of the station, and requesting that the cell base station be removed. Copy: each Commissioner, Chief of Department and Assistant Deputy Chief, Support Services.

2. From Jeff Rusteen, describing the heavy workload of paramedics, especially the numerous transports of non-critical cases, as being a deciding factor for leaving the Fire Department or reverting to H2 status. Copy: each Commissioner, Chief of Department and EMS Chief.

Commissioner Roeca moved and Commissioner Conroy seconded. There were no questions or discussion and Items A through G on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted five letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department Mario H. Treviño on monthly status of department personnel, equipment and apparatus for November 2003.

Mario Treviño, Chief of Department, stated that he had nothing further to report beyond the written report he had submitted.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Report from Suppression

Raymond Balzarini, Deputy Chief, Operations, informed the Commission that in the reporting period between November 13 and December 10, 2003, there was one second alarm and 18 working fires.

November 20, 2003 – 704 Broderick
At 13:36 hours, 2nd alarm in a three-story, residential, Type 5, wood and stucco building with 24 units and 69 firefighters responding. One civilian was injured. Cause of fire under investigation. Red Cross notified but number not know of adults and children displaced.

Chief Balzarini reported that from January 1 to December 12, 2003 there had been 32 greater alarms: 2 – Fourth alarms, 3 – third alarms, 27 – second alarms. There were calls for 544 – *Fire in Building*, 602 – *Smoke in Building*, and 290 – *Working Fires*.

D. Report from Emergency Medical Services

Jane Smith, EMS Chief, provided an overview of the EMS year-end report. She reiterated the Division of Emergency Medical Services' commitment to developing, implementing, managing and evaluating the delivery of high quality pre-hospital medical care to the people of San Francisco. EMS accomplishes this through data analysis, performance management, medical research, clinical field supervision, medical direction and training. Chief Smith highlighted certain parts of the report, such as the database that tracks the activities of all Rescue Captains when they are in the field, the preparation of placing 12 new ambulances into the field, and the opportunity for firefighter/paramedics to be able signup for rotation between engines and ambulances.

Marshal Isaacs, M.D., SFFD Medical Director, apprised the Commission of the Halloween event and the status of a burn victim. Dr. Isaacs stated that the Halloween event in the Castro had become over the years too big, too disorderly and too uncontrolled compromising the safety of the citizens and the public safety staff. He wished to thank Supervisor Bevan Dufty, the Mayor's Office and the Board of Supervisors for making this past Halloween the safest of the past decade. Dr. Isaacs also thanked staff for organizing a workable plan and all the field personnel for carrying it out – without the use of overtime. He noted that the Department is confident that the lessons learned during this event can be applied to future mass gathering events in San Francisco.

Furthermore, Dr. Isaacs provided an update on the elderly female who was critically injured on November 20, 2003, in a second alarm on Broderick Street. He wished to recognize the extraordinary efforts of all personnel involved in this seamless response from rescue to extrication and from BLS to ALS provided to this woman. She remains in the ICU being attended Trauma ICU and Burn Services at San Francisco General Hospital.

Please Note: The EMS Year-end Report is attached

E. Retirement Certificates

Reporting Awards of Honorable Service to the following members:

	Type of Retirement	*Years of Service*	*Retirement Date*
Assistant Chief John S. Peoples	Service	28	Jun. 29, 2003
Assistant Chief Mark J. Barbano	Service	33	Jan. 18, 2003
Battalion Chief Gary S. Leal	Service	29	Jun. 26, 2003
Captain Garry L. Bradford	Service	29	Jun. 28, 2003
Lieutenant John J. Carvajal	Service	29	Jul. 07, 2003
Firefighter Michael H. Fauss	Service	25	Aug. 01, 2003

Chief Treviño, assisted by Deputy Chief Balzarini, presented the Retirement Certificates. Retirees commented on various aspects of their careers with everyone stating that being in the fire service was the best job anyone could have and the best experience of their lives.

Commissioners congratulated the retirees on their dedication and the many years of service in the Fire Department and wished them an enjoyable and satisfactory retirement.

Please Note: Public Comment by Assistant Chief Peoples is attached

F. Fire Commission Resolution 03-9

Submitting for adoption Resolution No. 03-9 declaring 1648 Pacific Street as surplus property and directing the Director of Property to take the required action under Article Section 23.3, Chapter 23, of the San Francisco Administrative Code.

Commissioner Roeca moved and Commissioner Norman seconded.

Gary Massetani, Assistant Deputy Chief, informed the Commission that the Board of Supervisors wished to sell this property (1648 Pacific) and had, therefore, requested that the Commission declare the property surplus. The Department had previously presented this property to the Mayor's Budget Office as a cost cutting measure but it had been evaluated at a negative $188,000. At that time, the Mayor's Budget Office decided that it would cost money to sell the property and decided against selling it. Since then, the property has been re-evaluated and it has been valued well above $400,000. Supervisor Sandoval has requested that the Real Estate Department proceed with the sale of the 1648 Pacific once the Fire Commission has declared it as surplus property.

Commissioner Conroy wished to know if the property had the possibility of any beneficial use to the Department in the future. Chief Massetani responded that a complete analysis had not yet been completed but the Department had just been informed that the Department must provide a seismic upgrade to the building since it is an unreinforced masonry building. At this time there are no funds approved for this property and no budget for FY 2003-04 to do the retrofit.

Commissioner Conroy also wished to know if it was necessary for the building to be used in order to provide adequate coverage for that area of the city. Chief Treviño responded that the station has been vacant since the 1970s and no urgent need exists for better coverage of that area. In addition, no money exists to staff or equip the station due to the city's current fiscal situation.

Further discussion ensued with Commissioners asking questions and Chief Massetani and staff responding.

On a roll call vote, the motion was approved three to one as follows: Nakajo – yes, Roeca – yes, Norman – no, and Conroy – yes.

There were no further questions or discussion and Resolution No. 03-9 was adopted.

G. Lease Renewal of Property at 2350 – 19th Avenue

Submitting for approval renewal of lease to Neighborhood Community Resource Center for one year in the amount of $1. Lease amount stipulated by Fire Commission Resolution 99-1.

Chief Massetani explained that in 2000, the tenant, Neighborhood Community Resource Center, entered into a lease with the city to pay a one-dollar fee per year with the option to extend the lease for nine years for the same one-dollar fee. The lease itself is a space lease only, which means that the lessee is allowed to occupy the space only and is not allowed to do anything to the property. Over the past three years, the lease had been extended at the tenant's request by the Director of Property who had the authority to do so.

Prior to this year's extension, the Director of Property wished direction from the Commission because the lessee is requesting, with a side letter, a change from a space lease to a development lease and/or to have the option to complete a feasibility study. Testing on the property itself can not be performed under a space lease. At this time, the lessee has not breached the contract and is still in good standing. In addition, there have been inquiries from the Board of Supervisors regarding this lease and questions regarding the one-dollar fee at this time of severe budget constraints and deficits.

Commissioner Conroy wished to know the terms of the lease and Chief Massetani explained that the City has the right to end the lease within 30 days of the lessee's request to renew. The lease ends May 14, 2004, and the lessee has the right to request an extension of the lease 120 days prior to the end, which means that the lessee will be submitting a request for renewal by January 14, 2004, and the Director of Property must respond within 30 days.

Commissioner Conroy wished to know how the property was used before this lease and if the property is necessary to the operations of the Department. Chief Massetani responded that property had been used as an office site for the Fire Department's Stress Unit and has not yet been declared surplus by the Department.

Further discussion ensued regarding the terms of the lease and aspects of the feasibility study. Commissioners asked questions and Chief Massetani responded.

Commissioner Roeca moved and Commissioner Norman seconded. There were no further questions or discussion and the renewal of the lease was approved.

5. PUBLIC COMMENT

Sherman Tillman, Station 13, stated that he had appeared before the Commission last month and brought to their attention the issue of the cell-based antenna on top of Station 13 and health risks involved with its placement. Mr. Tillman recalled that the President Nakajo had requested that staff fully investigate the matter. The members of Station 13 wished to know the findings of the investigation.

Commissioner Nakajo replied that the Commission does not respond directly to requests but when the findings are available the members of Station 13 will receive them.

Commissioner Nakajo declared that his, Commissioner Roeca's and Commissioner Norman's appointments to the Fire Commission will end on January 15, 2004. He greatly appreciated the opportunity to have served with Commissioner, and later President, Hadley Roff whom he deemed a hero. Commissioner Nakajo thanked Mayor Brown for appointing him, one of only three Asian Americans and the first President, to serve on the Fire Commission. He explained how proud he was to have been a part of an organization as historic and honorable as the San Francisco Fire Department. Commissioner Nakajo thanked the three Chiefs he worked with, namely Chief Demmons, Chief Tabacco and Chief Treviño. He wished to recognize and thank the Deputy City Attorneys Margaret Baumgartner and Marie Blits, Commission Secretary Tania Bauer and the command staff for all their hard work.

Mario Treviño, Chief of Department, noted that this had been his last meeting. He declared that it had been an honor and a privilege to work with the San Francisco Fire Department for the past two and a half years. He wished everyone a safe and happy holiday season and the best success in the future.

Commissioner Conroy stated that he appreciated the contribution that Chief Treviño had made in his two and half year tenure and how he had advanced the Department toward the future in a very positive way. He thanked his fellow Commissioners for the pleasure of working with them and Tania Bauer for being a terrific Commission Secretary.

Commissioner Roeca noted that he and his fellow Commissioners would still be around since they are part of the community and looked forward to continuing to work together with everybody. Commissioner Roeca wished Chief Treviño good luck and stated that it had been a pleasure to work with him.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:55 p.m.

Tania Bauer
Secretary

San Francisco Fire Department

EMS Division

Annual Report

For Calendar Year

2003

EMS Chief's Summary

EMS Chief
Jane Smith

Support Staff
Carol Lindgren

The Division of the Emergency Medical Services is committed to developing, implementing, managing and evaluating the delivery of high quality pre-hospital medical care to the public of San Francisco. This is accomplished through data analysis, performance management (CQI), medical research, clinical field supervision, medical direction and training. The Division is responsible for all State and local reporting, policy adherence and certification maintenance and renewal are met for the department's paramedic and EMT personnel. In addition, the Division is responsible for oversight of medical records being maintained in accordance to federal laws and EMS revenue collection is in compliance with City standards.

OPERATIONS

Section Chief EMS Operations
Ehrhardt Groothoff

H33 EMS Captains

Cavanaugh,John D
Carniglia,Marco W
Cerna,George A
Dreaper,George K
Fazackerley,James M
Fewell,Timothy D
Howes,Peter
McCaffrey,James
Myers,Jeffrey
Powell,Brett K
Saxton,Perry
Storey,Eric R
Strain,James
Taormina,Salvatore
Tong,Sandra L
Whooley,Michael P
Wong,Sebastian E

Biomedical Staff
Larry Para

Support Staff
Marcie Chapman

1. **Field Supervision**
    - **a.** EMS Captains assigned to the field ("Rescue Captains" or "RCs") are responsible for providing direct clinical supervision of all paramedics and EMTs on the scene of medical emergencies, fires, and larges scale events. In addition, the RC's participate in direct patient care activities, provide clinical in-service training, manage narcotics and bio-medical equipments and supplies, assist with clinical investigations, conduct clinical performance appraisals and other performance management activities, and participate in many other operational and clinical activities. RC's also serve as Watch Commanders in the Communications Center and as EMS training staff in the department's Division Of Training on a rotational basis in order to diversify and maintain additional job proficiencies.
    - **b.** Field RC's are currently conducting annual clinical performance appraisals for the department's approximately 240 paramedic personnel. In addition, they are conducting ambulance orientation training for the 108th probationary FF/EMT class.

c. The EMS Division developed an RC Activity Database System this year. This database compiles and reports upon all RC field activities including all clinical contacts the RC's had with each paramedic, firefighter-paramedics, and firefighter-EMT. The collected data is utilized to monitor clinical performance and skills of field personnel, unusual occurrences, system trends, and RC utilization and performance. The following tables briefly summarize the total number of face to face clinical contacts RC's had with department paramedics and EMT's, the average daily call volume by RC unit, and the average daily time RC's spent on administrative tasks:

# EMT/PMs Observed	Total Contacts Made	Avg Contacts/Person
800	17500	22

RC Unit	Avg Calls/Day
RC1	9.7
RC2	7.2
RC3	6.9
RC4	6.3

Activity Type	Avg Min/Day (207 Days)	Avg Min/Day/RC
Administrative Documentation	109.23	27.31
Patrol District	92.62	23.16
Equipment/Supply Management	91.22	22.80
Event Standby (police actions, special events)	13.54	3.38
Field Evaluations	8.52	2.13
Hospital Liaison Issues	22.23	5.56
Injury/Exposure Reports/Mitigation	2.18	0.54
In-service training of EMTs and Paramedics	25.87	6.47
Inspections (Battalion monthlies, etc)	9.69	2.42
Investigations	21.58	5.40
MPP (Personnel performance management)	3.19	0.80
Meetings	65.65	16.41
Narcotics management (Resupply and control)	23.81	5.95
Other (misc issues and activities)	6.54	1.64
RC Training	6.27	1.57
Staffing (Assist AO and Divisions)	14.24	3.56
Watch Change (Briefings)	60.71	15.18
Grand Total	577.83	144.46

Average documented hours per day per RC on admin tasks: 2.41 Hours

2. **Rapid Paramedic Response System (RPRS)**

In April, the Department expanded the number of ALS engines from 18 to 26 to provide City-wide ALS engine coverage. Actual daily staffing varied between 21 and 26 engines depending on availability of paramedic personnel.

A final report was submitted to the Emergency Medical Services Section in April.

3. **Response Times for ALS Engines and ambulances**

The following table summarizes response times for Fire Department companies responding to medical emergencies. The interval is between time of dispatch and time of arrival of the first company on scene. Times are given in minutes and seconds.

	Jan 1 – Apr27, 2003	Apr 28 – Nov 30, 2003
Presumed Life-Threatening Incidents		
First Defibrillator	4:53	4:50
First ALS	6:20	5:35
First Transport	9:07	8:55
Presumed Non-Life Threatening Incidents		
First Transport	13:06	13:02

4. **Vacancy Sign Up**

The first vacancy list sign up was held for H3 Firefighter-paramedics and will go into effect in January 2004. H3 Firefighter-paramedics will work alternating ALS engine and ambulance shifts on an on-going basis, primarily within the same firehouse. By years end, all H3 Firefighter-paramedics will have completed their engine cross-training. Truck training rotations will continue on an on-going basis as staffing permits until all H3 personnel have completed their suppression training program.

5. **New Ambulances**

Procurement of 12 new ambulances under a lease/finance contract is complete. The vehicles were designed and built by the Wheeled Coach Motor Corporation and are customized to the specific needs of San Francisco. The new ambulances are currently being outfitted for service at Central Shops. These new vehicles will replace the oldest fleet ambulances, some of which will be stored as reserve fleet for disasters and mass casualty incidents.

6. **Biomedical Equipment**

Technology plays a key role in the delivery of emergency care to the public. In addition to forming the backbone of administrative planning, data collection and information analysis and presentation, technology is also carried to the patient's side by the EMTs and paramedics of the Fire Department.

The department carries assets of no fewer than two hundred and forty-four (244) separate pieces of electronic and circuitry-based equipment for use during delivery of emergency medical care in the field setting.

Defibrillators for shocking a fibrillating heart, glucometers for measuring a diabetic patient's sugar levels, suction devices for clearing blocked airways, pulse oximeters for monitoring perfusion and machines that, when placed on a patient's chest, actually perform closed-chest compressions during cardiac arrest, are examples of the roles biomedical technology plays in the delivery of advanced life support.

Biomedical equipment, like a desktop computer or stereo sound system, requires constant service, repairs and upgrades. Minor repairs are performed here in San Francisco by a member of the EMS Division who received specialized training in biomedical repair and service. Major deficiencies are handled by the manufacturer(s) of the equipment and 'loaner devices' are placed in service during repairs, so efficiency and health care delivery is not diminished or compromised in any way due to lack of equipment.

Preventative Maintenance service was performed on all cardiac monitors during the course of the year. All machines passed the required manufacturer-specified tests and none of the defibrillators was removed from service for mechanical anomalies.

The EMS Division is currently reviewing plans and proposals for the purchase of additional upgrades and improvements to its current inventory of devices.

7. Increase in 1+1 ambulances

New paramedics are required to work with an experienced paramedic for one year. As more paramedic students successfully complete Paramedic Training Program (PTP-5) probation, they have been assigned to a 1+1 ambulance. These ambulances are staffed with a paramedic and EMT.

Before these new paramedics are assigned to work on a 1+1 ambulance, they must pass a written exam and a final field evaluation by an EMS Captain.

The most recent class of paramedics is currently undergoing final field evaluations and most of the students are scheduled to complete this process before the close of the calendar year.

8. ALS Personnel Staffing

At the beginning of calendar year 2003, the department had 259 H3 Firefighter-Paramedics and 15 H1 Rescue Paramedics among its ranks. During the course of this reporting period, nine (9) H3 Firefighter-Paramedics resigned, two (2) retired, one (1) reinstated to H2 status, and one (1) Probationary H3 was dismissed. Exit interviews were performed for the H3's who resigned.

ADMINISTRATION

Captains	
	David Andersen Andy Zanoff
Medical Records	
	Joseph Mareschi Robert Rowbottom
Support Staff	
	Michael Creedon Rhab Boughn

1. Performance Management Unit (CQI)

a. In response to data collection mandates from State and County regulatory agencies, the Performance Management unit has created a new Patient Care Report (PCR). Ambulance crews are currently training on its completion; introduction for general use is planned for January 1, 2004.

b. Division personnel are working with the Department's EMS billing contractor to develop a process for transferring data from the PCR to a computer database. Once the data is in an electronic format, a wider variety of tools and analysis techniques will be available to Division staff to meet state and county mandates regarding performance management programs.

2. Incident Management System (IMS)

The Incident Management System is the data tracking mechanism for the EMS Division's Risk Management and Mitigation program. Similar to law enforcement's Internal Affairs, the IMS is designed to identify, contain and correct any obstacles, internal or external, personnel, equipment or training, to the delivery of competent and quality emergency medical care and service to the members of the public in San Francisco.

During the reporting period covered by this document, the EMS Division opened and investigated one hundred and thirty-five (135) cases, thirty five (35) of which were County Unusual Occurrence reports (U.O.) and four (4) of which were legal claims filed against the department by members of the public or the legal profession. Nine (9) cases were found to be directly related to the activities of the Emergency Communications Department (ECD) and did not reflect on the fire department or its personnel.

The fact finding, data collection, case review and recommendation phases of all 135 IMS cases have been completed as of the time of this writing. Twenty five (25) cases are still being carried on the division's books in an 'open' status, as resolution and closure activities beyond the scope and authority of the EMS Division's investigative offices has not yet been completed.

We are looking towards final closure of all cases no later than January 15, 2004.

3. Medical Records

The Medical Records office intakes, processes, catalogs and archives all of the EMS Division's patient care and medical chart documents. During the course of this reporting period, the Medical Records section collected and processed some 72,000 Patient Care Reports (PCRs), sampled for auditing three thousand (3,000) charts and archived seventy one thousand (71,000) patient records from calendar year 2002.

The Medical Records office is also the primary intake and processing site for legal requests, subpoenas and authorizations for copies of medical documents created by the paramedics and EMTs of the San Francisco Fire Department. During calendar year 2003, the Medical Records technicians certified some fourteen (14) thousand-odd subpoenas, authorizations and other requests for medical charts and documents.

4. Contracts and Finance

The City and County of San Francisco assesses a fee for Emergency Medical and out-of-hospital emergency care and Services. Board of Supervisor's Ordnance File No. 03-0624 details the fees-for-services to be charged for each aspect of EMS Services. The cost and fee rates are adjusted annually to keep pace with the Medical Consumer Price Index (MCPI, a segment of inflation specific to medical services).

The EMS Division recognizes approximately thirty one million ($31,000,000) dollars in accrued Accounts Receivable per year. The actual cash collection rate has been certified by the Controller's Office at fifty (50) percent of A/R. Allied Information, the City's third party billing company, receives a contracted fee for providing these services to the department. All miscellaneous fees and contracts considered, the San Francisco Fire Department's EMS Division is able to contribute some fifteen million ($15,000,000) dollars in cash to the General Fund.

A small, but important nevertheless, sum is also recognized from the Medical Records section. A fifteen ($15) dollar fee is charged for subpoena processing from copy services and legal firms. Medical Records fees contribute an estimated fourteen thousand ($14,000) additional dollars to the General Fund.

In July 2003 (the start of Fiscal Year 03-04), the EMS Division adopted a new method of financial recording and reporting. Financial reports will be provided quarterly, and all documents will be developed in accordance with accounting principles generally accepted (GAAP) in the United States.

Data aggregated during the first two quarters of Fiscal 03-04 show a strong Balance Sheet with over sixteen million ($16,000,000) dollars in assets and accounts receivable.

5. Health Insurance Portability and Privacy Act (HIPAA)

The Health Insurance Portability and Privacy Act was enacted into law in April of the current reporting year. Compliance with HIPAA is a federal mandate, the violation of which could cost the offending entity ten thousand ($10,000) dollars per violation. Every medical and health care provider office, agency and entity is required to institute a HIPAA compliance program and to staff a Privacy Officer to oversee the processes.

Following extensive groundwork researched and laid by the officers of the EMS Division since April 2003, the fire department has appointed an officer dedicated to oversight of the HIPAA and privacy programs.

The HIPAA program is designated as part of the EMS Division and the Privacy Officer will come under the supervision of the ADC for Emergency Medical Services.

The Compliance Officer took his position on December 8, 2003. We look forward to incorporating HIPAA activities into our monthly reporting during the coming year.

6. Medical Research

SFFD has had a long relationship with Zoll Medical Corporation using its cardiac monitors on engines and ambulances. This year the Department entered into an agreement with Zoll to study various means of improving cardiac arrest survival in the prehospital setting. The research study will span three years and bring in almost one million dollars of equipment, supplies, and service to the Department.

The Department participated in a field trial sponsored by Revivant Corporation, a medical device manufacturer from Sunnyvale. Their product, the AutoPulse CPR Assistant Device, performs chest compressions during a cardiac arrest. The trial evaluated the device's ease of use in the field. However, the AutoPulse has shown an impressive increase in survival from cardiac arrest when compared to manual CPR. The EMS Division staff members are preparing a research article to be published in a national journal, detailing these results. We are in negotiations with Zoll and Revivant to perform a more comprehensive study of the effectiveness of this device.

EMS Division personnel have been invited to present some of the results of the Rapid Paramedic Response System study at the EMS Today conference in March 2004. This is the premier national conference for prehospital care providers

EMS IN-SERVICE TRAINING

Section Chief In-Service Training	Phil Harvey	
Assistant Medical Director	Michael Casner, MD	
H33 EMS Captains	Kevin Boone Melany Brandon Kevin Chocker	David Drabble Neils Tangerlini
Support Staff	Lucia Gonzalez Terry Hogue Linda Leung	

JANUARY 2003

Major Training Programs

Training Program	Description	Contact Hours	Personnel trained	Total hours
Instructor Training and Development & American Heart Association Cardiopulmonary Resuscitation Instructor Training (BLS-C3)	Instructor orientation and AHA CPR Instructor certification course. This is a requirement for ALL SFFD instructors. • 30 New Instructors trained • 45 existing instructors recertified	8	75	600
American Heart Association Advanced Cardiac Life Support (ACLS) Instructor training	American Heart Association ACLS Instructor training. This is a requirement for ALL SFFD instructors. XX New Instructors created XX recertified instructors	8	33	264
American Heart Association Pediatric Advanced Life Support (PALS) Instructor training	American Heart Association PALS Instructor training. This is a requirement for ALL SFFD instructors. 30 New Instructors created 45 recertified instructors	8	36	288
Module 2 Battalion-based Training CPR / ACLS recertification	575 members recertified in CPR	3	575	1725
Module 2 Battalion-based Training CPR / ACLS recertification	102 members recertified in ACLS	6	102	612

Return-to Duty Training

Employee Name-Rank	Description	Contact Hours	Personnel trained	Total hours
2 (Ward, Diepenbrock, Creedon, Beem)	PM Refresher Training.	80 hours avg.	4	320
3 (H-2 EMT's)	EMT Refresher Training	8-hours avg.	3	24

Other Activities

Training Program	Description	Contact Hours	Personnel trained	Total hours
EMT Re-certification / applications	Processing EMT's-coordinating credentials, training records & fingerprinting of EMT applications.	4	3	12
MONTHLY TRAINING TOTALS			**848**	**4445**

FEBRUARY 2003

Major Training Programs

Training Program	Description	Contact Hours	Personnel trained	Total hours
Module 3 Battalion-based Training CPR / ACLS recertification	854 members recertified in CPR	3	854	2562
Module 3 Battalion-based Training CPR / ACLS recertification	120 members recertified in ACLS	6	120	720

Return-to Duty Training

Employee Name-Rank	Description	Contact Hours	Personnel trained	Total hours
1 (Perry Lee)	PM Refresher Training.	60-80 hrs avg.	1	80
1 (H-2 Em's)	EMT Refresher Training	8-hours avg.	1	8

Other Activities

Training Program	Description	Contact Hours	Personnel trained	Total hours
EMT Re-certification / applications	Processing EMT's due to expire-involves coordination of training records & documents, providing make-up training as needed, (fingerprinting) and submissionof EMT applications to the City EMSS.	4 avg	2	8
MONTHLY TRAINING TOTALS			**978**	**3378**

MARCH 2003

Major Training Programs

Training Program	Description	Contact Hours	Personnel trained	Total hours
CPR / ACLS recertification	26 members recertified in CPR (3hrs) 11 civilians ECD new cert (8 hrs)	3 8	26 11	166

Return-to Duty Training

Employee Name-Rank	Description	Contact Hours	Personnel trained	Total hours
3 (H-2 EMT's) 1 (H-2 FR)	EMT Refresher Training	8-hours avg.	4	32

Other Activities

Training Program	Description	Contact Hours	Personnel trained	Total hours
EMT Re-certification / applications	Processing EMT's due to expire-involves coordination of training records & documents, providing make-up training as needed, (fingerprinting) and submissionof EMT applications to the City EMSS.	4 avg	19 (apps) 25 (make-up)	176
MONTHLY TRAINING TOTALS			**85**	**374**

APRIL 2003

Major Training Programs

Training Program	Description	Contact Hours	Personnel trained	Total hours
EMT MakeUp training for EMT's due to expire on 5/31/03 This make-up training "clinic" was conducted Mon-Sat all month	CPR Re-recognition - 57 members Mod 14 - 98 members Mod 6 – 119 OB/Pediatrics – 125 members Env/Beh/Geriatric – 46	445	232	1,335
Training Program	**Description**	**Contact Hours**	**Personnel trained**	**Total hours**
Paramedic Refresher INSTRUCTOR Training (EM03A1)	Instructor Training for April PRT Renal Emergencies/Toxicology Clinical Up-dates	3	7	21
Paramedic Refresher Training (EM03A1)	Renal Emergencies/Toxicology Clinical Up-dates	3	204	612
Paramedic Refresher Training Pre-reading Study Guide (EM03A2)	Supervised external training Pre-reading for Renal Emergencies/Toxicology Course	3 Indirect	166	498

Return-to Duty Training

Employee Name-Rank	Description	Contact Hours	Personnel trained	Total hours
3 (H-2 EMT's)	EMT Refresher Training for returning	8-hours	4	32

1 (H-2 FR) 1 (H-3 PM)	employees PM Refresher Training	80 hours	1	80

Other Activities

Training Program	Description	Contact Hours	Personnel trained	Total hours
EMT Re-certification / applications	Processing EMT's due to expire-involves coordination of training records & documents, providing make-up training as needed, (fingerprinting) and submission of EMT applications to the City EMSS.	.5	655 (of 755 needing to submit apps)	327
MONTHLY TRAINING TOTALS			**1269**	**2905**

MAY 2003

Major Training Programs

Training Program	Description	Contact Hours	Personnel trained	Total hours
Medical Module 6 (MM03A1) –	Diabetes, Seizures, Elderly Case Finder Program	3	1081	3243
EMT MakeUp training for EMT's due to expire on 5/31/03	Make-up training for recertifying EMTs	Varies	95	357
Health & Safety 2003	OSHA training mandated by state of California	3	690	2070
Pre-reading for Medical Module 6 (MM03A2)	Diabetes, seizures, elderly care.	3	245	735
EMT training for SFPD, FBI personnel	EMT course	40	28 (non-SFFD)	1120

Return-to Duty Training

Employee Name-Rank	Description	Contact Hours	Personnel trained	Total hours
1 H-1 (Rescue Paramedic)	Paramedic Refresher Training for returning employees	8-hours avg.	1	24

Other Activities

Training Program	Description	Contact Hours	Personnel trained	Total hours
EMT Re-certification / applications	Processing EMT's due to expire-involves coordination of training records & documents, providing make-up training as needed, (fingerprinting) and submission of EMT applications to the City EMSS.	.5	655	374
MONTHLY TRAINING TOTALS			**655**	**374**

JUNE 2003

Major Training Programs

Training Program	Description	Contact Hours	Personnel trained	Total hours
Medical Module 8 (MM03B1) –	Diabetes, Seizures, Elderly Case Finder Program	3	926	2778
Health & Safety training	Infection control, IIPP, healthy diet for SFFD	3	93	279
EMT MakeUp training for EMT's who have expired on 5/31/03	Make-up training for recertifying EMTs	Varies	11	33
Pre-reading for Medical Module 8 (MM03A2) and Mod 6 (2)	Diabetes, seizures, elderly care.	3	170	510

Return-to Duty Training

Employee Name-Rank	Description	Contact Hours	Personnel trained	Total hours
H-3 FF/PM	Refresher Training for returning employees	48	3	64
H-2 FF/EMT		8		
H-2 FF/EMT		8		

Other Activities

Training Program	Description	Contact Hours	Personnel trained	Total hours
EMT Re-certification / applications	Processing EMT's due to expire- involves coordination of training records & documents, providing make-up training as needed, (fingerprinting) and submission of EMT applications to the City EMSS.	.5	9	4
MONTHLY TRAINING TOTALS			1212	36681

JULY 2003

Major Training Programs

Training Program	Description	Contact Hours	Personnel trained	Total hours
Health & Safety 2003 (HS5)	OSHA training mandated by state of California.	3	39	360

Return-to Duty Training

Employee Name-Rank		Description	Contact Hours	Personnel trained	Total hours
Freebury, Allan	H-3 PM	Refresher and make-up training for returning paramedic and EMT employees.	80	4	104
Zouzounis, Dennis	EMT		8		
Alexandra, Alexander	EMT		8		
Wong, Barry	EMT		8		

Other Activities

Training Program	Description	Contact Hours	Personnel trained	Total hours
EMT recertification for FF/EMT's due to expire prior to 12/31/03	Application processing (and make-up training) for EMT's recertifying in 2003.	Varies	6	14
JULY MONTHLY TRAINING TOTALS			49	478

AUGUST 2003

Major Training Programs

Training Program	Description	Contact Hours	Personnel trained	Total hours
Paramedic Refresher INSTRUCTOR Training (EM03B1)	Instructor Training for April PRT Renal Emergencies/Toxicology Clinical Up-dates	3	7	21
Paramedic Refresher Training (EM03B1)	Renal Emergencies/Toxicology Clinical Up-dates	3	223	669
Paramedic Refresher Training Pre-reading Study Guide (EM03B2)	Supervised external training Pre-reading for Renal Emergencies/Toxicology Course	3 Indirect	214	642

Return-to Duty Training

Employee Name-Rank	Description	Contact Hours	Personnel trained	Total hours
Jonathan Meade H-3 PM Michael Walsh EMT Gry Gautier FR Megan Martin FR	Refresher and make-up training for returning paramedic and EMT employees	80 8 4 4	4	96

Other Activities

Training Program	Description	Contact Hours	Personnel trained	Total hours
EMT recertification for FF/EMT's due to expire prior to 12/31/03	Application processing (and make-up training) for EMTs recertifying in 2003.	Varies	4	8
AUGUST MONTHLY TRAINING TOTALS			452	1436

SEPTEMBER 2003

Major Training Programs

Training Program	Description	Contact Hours	Personnel trained	Total hours
NONE				

Return-to Duty Training

Employee Name-Rank	Description	Contact Hours	Personnel trained	Total hours
2 EMT's	Refresher and make-up training for returning EMT employees	16	2	32

Other Activities

Training Program	Description	Contact Hours	Personnel trained	Total hours
EMT recertification for FF/EMT's due to expire prior to 12/31/03	Application processing (and make-up training) for EMTs recertifying in 2003.	Varies	2	4
MONTHLY TRAINING TOTALS			**4**	**36**

OCTOBER 2003

Major Training Programs

Training Program	Description	Contact Hours	Personnel trained	Total hours
No Battalion-Based Training			0	0

Return-to Duty Training

Employee Name-Rank		Description	Contact Hours	Personnel trained	Total hours
Nicol Juratovac	EMT	Refresher and make-up training for returning paramedic and EMT employees	8	7	50
Dan Molloy	EMT		8		
Dale Carnes	FF/PM		8		
Rich Stevens	EMT		8		
Seth Bertram	EMT		8		
Dan Kelley	FR		4		
Robert Ramirez	H-2 (PM)		6		

Other Activities

Training Program	Description	Contact Hours	Personnel trained	Total hours
Open Airways Training (SFFD Asthma Outreach Program)	SFFD paramedics are taught how to deliver the American Lung Association's Open Airways curriculum to school age children and to evaluate children in SF who may be at risk for asthma. H-1 workforce trained	(Oct 1) 8 (Oct 29) 20	13 13	364
Elder Case Finder Training	Training to all SFFD personnel (Mod 6) on how to access and activate aid for the elderly and disabled by allied SF Agencies.	3	28	84
MONTHLY TRAINING TOTALS			**61**	**498**

EMS TRAINING TOTALS FY '03 ~ '04

Month	Number of Personnel Trained	Total Training Hours	Total Staff Hours
January	848	4445	2168
February	978	3378	1440
March	85	374	687
April	1269	2905	2147
May	655	374	687
June	1212	3681	2497
July	49	478	974
August	452	1436	1139
September	4	36	1053
October	61	498	1330
November	10	93	1573
December	(268)	(804)	(1000)
TOTAL FY '03~'04	**(pending)**	**(pending)**	**(pending)**

EMS ACADEMY

Section Chief

Position deleted

H33 EMS Captains

Kevin Boone
David Drabble

1. Lateral Class-January

Training Program	Description	Contact Hours	Personnel trained	Total hours
H3-10	EMS Training for H-3 Lateral Hires (15 students X 1 week X 2 staff)	40	15	600

2. Paramedic Training Program (PTP)

SFFD lost its accreditation to continue training paramedic students. The EMS Division negotiated a contract with the Hospital Consortium to complete the field internship for PTP-6 student. Seven students completed the program under the contract with Hospital Consortium.

Training Program	Description	Contact Hours	Personnel trained	Total hours
PTP-6	Field internship for completion of paramedic training	480	18	8640

These paramedic students prepared for the National Registry Exam. Upon completion of this two day exam, paramedics are licensed to work in the State of California. This is the first class to have **ALL (100%)** students pass this exam the first time.

The EMS Academy section was deleted from the budget.

OTHER EMS ACTIVITIES

H33 EMS Captain
Niels Tangherlini

1. Paramedic Asthma Outreach Program

On October 1, thirteen paramedics (twelve H1 and one H33) attended the Open Airways training session held at the SFUSD's Health Promotion Center. This session was 8 hours long (the paramedics had an additional one-hour session to prepare them for future training) and taught participants how to deliver the American Lung Association's Open Airways curriculum to school age children. Continuing education hours will be offered through the DOT's EMS IST section. The goal of these paramedics is to extend this highly successful program to as many of the City's 75 elementary schools as possible.

This innovative program has the goal of having preventative contacts with 1000 children during 2004. Ultimately the Paramedic Asthma Outreach Program will assist in mitigating the asthma epidemic among San Francisco's children that has taken at least three lives in recent months and is costing the City 10.5 million dollars per year in hospitalizations and lost funding to the school system. The paramedic captain in charge of this program, a member of the EMS In-Service Training Section has already begun exploring grant funding to expand this effort.

2. Elder case-Finder Program

This is a collaborative effort with the Department of Aging and Adult Services (DAAS) by assuring that the Elderly Case Finder Program is operating in a safe and effective manner. The Elderly Case Finder Program was developed through a larger collaboration involving SFFD, DAAS, DPH, DHS, and many of the City's nonprofit organizations dedicated to providing care to the City's elderly and disabled.

The EMS In-Service section has been instrumental in training all members of the Department during Mod 8 (June 2003) on how to use this new method of referring the elderly and disabled for social services and continue to monitor the development of the program. Furthermore, members of the EMS IST staff have helped train other agencies and members of the community about this program through regularly scheduled meetings and informal informational sessions.

The Elderly Case Finder Program is administered by a paramedic captain in the EMS In-Service Training Section who leads an ongoing workgroup made up of representatives from multiple agencies. The next steps for this already successful program include expanding the case finder mechanism to other emergency providers such as the police and private ambulance companies and identifying service gaps in the support systems for the City's elderly and disabled. The

Corporation for Supportive Housing has expressed a strong interest in this effort and has suggested that the agencies involved apply for one of their grants in 2004. This will potentially bring one million dollars in funding to the City.

3. McMillan Sobering Center

Members of the EMS have been instrumental in assisting the City in establishing and monitoring the MacMillan Sobering Center. A paramedic captain sits on the Oversight Committee for this project and serves as a liaison between field EMS providers and the rest of the project. The collaborative research team tasked with assuring the safety and efficacy of this program includes a paramedic captain from EMS In-Service Training. Based on the findings of this research team, the members of the EMS In-Service Training Section were able to conduct training that prepared EMTs and paramedics from the Fire Department and the City's multiple private ambulance providers to begin transporting patients to this newly established facility. The training, research, and oversight provided by members of the EMS will be instrumental in assuring the success of this program.

4. MOST Outreach Project (Mobile Support Treatment Teams)

In an effort to address the City's burgeoning homeless problem, a paramedic captain from the EMS In-Service Training Section began a collaborative effort with the City's Mobile Support and Treatment Team (MOST). In the early stages, this program created a streamlined mechanism for field paramedic captains to connect homeless patients with social services through the MOST Team. Ultimately, this effort will team paramedics with MOST social workers to bring the ultimate in multidisciplinary efforts to the streets. This effort will operate in conjunction with the McMillan Stabilization Center, thus creating the best possible chance of stemming the rising tide of homelessness in San Francisco.

5. Medical Translation Program

This program was conducted by EMS Operations and EMS Training staff members. The program resulted in the placement of a laminated translation booklet in every Fire Department apparatus which permits personnel to perform medical evaluations on members of the San Francisco community who speak little or no English. The booklet enables first responders to ask twenty-nine common medical questions in six different languages (Chinese, Spanish, Tagalog, Japanese, Vietnamese, and Russian). The booklet permits the non-English speaking patient to answer yes or no to the various questions in their own language.

6. Community CPR/AED Training

Staff instructors conducted several community CPR training sessions for members of the San Francisco community. A number of community-based organizations and groups have been trained the last year.

While part of the Department of Public Health, the City's paramedics received a national reputation for their medical research, including one project that was published in the New England Journal of Medicine. Paramedic captains from the EMS In-Service Training Section are continuing these efforts and achieving similar notoriety. One project nearing completion examined the factors that contribute to high-end EMS use among the elderly. The findings of this research have attracted the attention of the National Association of EMS physicians who have invited the research team, led by a paramedic captain, to make a mediated poster presentation at their conference in Tucson. Furthermore, some of the findings of this project will be vital to the work of the City's Homeless Senior Task Force. Ultimately the full findings will be published in a medical journal.

RELOCATION OF EMS DIVISION

During the July 2003 budget hearings, the San Francisco Fire Department announced the closure of the satellite quarters of the EMS Division, which was located at 1216 Ralston Avenue in the Presidio National Park of San Francisco. The relocation of all personnel, equipment and records from the 22,000 square foot, two story, ex-military barracks building was estimated as a $250,000 annual cost savings to the department.

The EMS Division was parced to three different locations. The In-Service Training section, its staff and officers, was moved to the live-fire training facility on Treasure Island. The Medical Records office, its staff and all archived medical documents, was relocated to the Bureau of Equipment facility at 1415 Evans Street in the Hunter's Point district of the city. The EMS Division command, performance management and auditing activities were relocated to the fire department's headquarters facility at 698 Second Street in downtown San Francisco.

The process was not easy on manpower or material and several programs are still off-line due to the relocation. The time-critical activities of the EMS Division (monthly response time analysis, on-going billing, customer service and dispute resolution and IMS investigations) have suffered during the extended 'down time' of all systems during the move, despite efforts to keep projects intact.

Division staff is still evaluating the effects of the move, both negative and positive, on the going concern of EMS provision to the public of San Francisco.

SFFD EMS Medical Director

EMS Medical Director S. Marshal Isaacs, MD, FACEP

Halloween in the Castro:

In past years, the SFFD and the SFPD have struggled to maintain control over the Halloween event in the Castro. The SFFD goals in the past were straightforward: to ensure that we could provide the most rapid and appropriate emergency medical care to any celebrant who required assistance, to provide a rapid response within the event for any fire suppression or rescue situation, and to maintain our emergency response capability for the remainder of the City.

Quite frankly, in recent years, our ability to meet these goals was severely compromised because the event had become too big, too disorderly, and too uncontrolled. In fact, as many will attest, last year's event was simply dangerous, both for participants and for our public safety staff. Visitors, residents and merchants were frightened and intimidated. With 6 citizens critically injured at the corner of 18th and Castro Streets, one of who had an actual sword protruding from his abdomen, it became apparent that it was time to try something different.

We want to recgonize and thank Supervisor Bevan Dufty and the Mayor's Office for their efforts to ensure the safety and well being of the residents of and visitors to San Francisco, as well as the brave men and women of the San Francisco Fire Department. There is no question in our minds that this was the safest Halloween event of the past decade.

A number of SFFD personnel deserve recognition for their outstanding contribution to ensure the success of our operation. First and foremost, under Chief Treviño's direction, Deputy Chiefs Balzarini and Asaro, Special Operations Chief Bob Navarro, and EMS Jane Smith and Operations Chief Ehrhardt Groothoff put together a solid, workable plan that did not untilize a single cent of field overtime.

At the event, Assistant Chief Frank Cardinale, Battalion Chief Leanio, Captains Dave Franklin, Sebastian Wong, Jim McCaffrey, James Green, and PIO Ken Smith were critical to the outstanding response by our personnel. Of course, most of the credit goes to the dedicated officers and members of Engines 6 & 12 and medic units 13, 29, 38, 92, 94 and minipumpers 32 and 43. We also recognize and applaud the remaining SFFD units throughout the City that did not directly participate in the Halloween Event, though they nonetheless had a difficult and challenging evening. Finally, we thank the members who were working diligently in the Communications Center that evening. We are confident that the lessons learned that night will be applied to future mass gathering events in the City, such as the upcoming New Year's Eve celebration. This will ensure a rapid appropriate response to citizens in need, while supporting our own personnel to respond in a safe manner.

Citizen Critically Injured at Multiple Alarm Fire:

On November 20th, an elderly female civilian was critically injured at a 2nd alarm fire on Broderick Street. We want to recognize the extraordinary efforts of all our personnel who responded to this incident, specifically Division 2, Batallions 4 and 7, RS1, RC2, Trucks 1 and 3, Engines 5, 6, 36 and 21 and Medic 5. From the rescue and extrication, to the EMT and Paramedic crews both on the engine and the ambulances worked seamlessly to provide this woman with the best possible chance of survival despite her critical injuries. As of today, she continues to be cared for by the Trauma, ICU and burn services at SFGH.

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Conclusion:

We are grateful to the Commission for its continued support of the EMS Division and our mission to provide the most rapid, appropriate and highest quality emergency medical care possible to the residents of and visitors to San Francisco. We look forward to providing you with another "EMS Update" in 2004.

We wish the Commission, the Chief, our Chief Officers, and all members of the Department a safe, happy and healthy Holiday Season and New Year.

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

SAN FRANCISCO FIRE COMMISSION

RESOLUTION 03-9

WHEREAS, the San Francisco Fire Department currently has jurisdiction over certain real property located at 1648 Pacific Street in the City and County San and designated as Assessor Lot 011 in Block 0574 (the "Property"); and

WHEREAS, the Property is an approximately 3828 square foot parcel, which contains 6,790 square feet of building area; and

WHEREAS, the Property was constructed in 1916 and is Historic Landmark #188; and

WHEREAS, the Property is an Un-reinforced Masonry Building (UMB) and is used currently for storage and would require extensive seismic and code improvements for future use of the property; and

WHEREAS, the Fire Commission has determined that 1648 Pacific Street is now surplus property and may be sold; now, therefore, be it

RESOLVED, that the Fire Commission hereby declares the Property surplus to the Fire Department's needs, and authorizes the Director of Property to sell the Property in accordance with Chapter 23, Article I, Section 23.3 of the San Francisco Administrative Code.

Adopted at the Regular Meeting of the San Francisco Fire Commission on December 11, 2003

Ayes: Nakajo, Roeca, Conroy
Naye: Norman
Absent: del Portillo

T.B

Tania Bauer, Secretary

***Public Comment Statement* – This summary statement is provided by the speaker and is neither generated by, nor are its contents subject to approval by, the Fire Commission**

CITY AND COUNTY OF SAN FRANCISCO
SAN FRANCISCO FIRE DEPARTMENT

ario H. Treviño, Chief of Department
aymond R. Balzarini, Deputy Chief of Operations
oseph C. Asaro, Deputy Chief of Administration

698 Second Street
San Francisco, CA 94107
(415) 558-3400

On the occasion of the last meeting of 2003, I would like to send a message of appreciation to the Fire Commission and all the members of the Department on my last meeting as Chief of Department. As you know, I will be leaving my assignment effective the first week of January 2004 to see to my family concerns.

When I accepted the position in early 2001, I was aware that it could be for a limited tenure, as no Fire Chief in modern San Francisco history had made the transition from one Mayor's term into the next. Regardless, I made my best efforts to address the many challenges facing the Department, and to carry out my duties in the most fair and professional manner possible.

I am proud of the Department's accomplishments in the area of Firefighter Safety over the past two and one-half years. These include: the adoption of the Candidate Physical Agility Test (CPAT); the implementation of full Personal Protection Equipment (PPE's) at emergencies; and the adherence to strict minimum benchmarks for graduation from the Firefighter Academy. As of this year, all first-line apparatus are of a fully-enclosed design. Also, a Zero Tolerance Policy for Alcohol usage on-duty has been established. I feel that each of these safety improvements has the potential to save the lives of both Firefighters and the public, and I hope they will be maintained into the future.

The full implementation of the E.M.S. Merger, and the deployment of over half of the Engine Company fleet to Advanced Life Support status, is also a significant landmark for the Department, despite the fact that it has not been popular with all of the membership. The average response time for a Paramedic to a patient's side has been significantly improved, the public is better served, and our own Firefighters have immediate access to medical care at emergencies.

Administratively, the Department has lived within its budget for the past two years, and has not requested Supplemental Budgeting from the General Fund. In fulfillment of the City Charter, an Annual Report was completed for last year, and the latest one is being prepared for the current year. And finally, despite two harsh budget cycles and large budget cuts, no firehouse, engine, truck company, or medic unit has been permanently closed.

As I complete my 31st year in the fire service, I am grateful to the Commission for giving me the opportunity to work with the brave men and women of the San Francisco Fire Department. I wish the entire Department the greatest possible success in meeting any challenge in the future.

Respectfully submitted,

Mario H. Treviño
Chief of Department

Public Comment Statement – This summary statement is provided by the speaker and is neither generated by, nor are its contents subject to approval by, the Fire Commission

My San Francisco Fire Department Close

I stand before you for the last time as a guardian of the public, officially prepared to withdraw from my life as a firefighter in the San Francisco Fire Department.

I stand before you somewhat reluctant, earlier than I anticipated, but nonetheless prepared to cross the threshold from firefighter to regular citizen.

For me, being a member of the San Francisco Fire Department meant something bigger than life, prideful, empowering, and requiring a standard of conduct which demanded my constant vigilance.

Not having any relatives in the fire service before entering the Department, I didn't know just what to expect in my new career. It wasn't long, after a few lessons learned, before I realized how lucky I was to be working with so many great firefighters who unknowingly and unselfishly demonstrated their skills to an eager young firefighter. I would like to thank them.

And to my firefighting peers of today, also known as, the army-in-waiting remember:

- You are never over prepared
- Expect the unexpected
- Do not let complacency creep in
- From fear will be born courage to stay the task
- You will stumble, you *will* fall, you will wonder if you'll make it at all, just keep moving down the hail

And never forget the importance of duty, character, integrity, and that being a San Francisco Firefighter is not just a job!

Assistant Chief John Scott Peoples

CITY AND COUNTY OF SAN FRANCISCO
SAN FRANCISCO FIRE DEPARTMENT

ario H. Treviño, Chief of Department
aymond R. Balzarini, Deputy Chief of Operations
oseph C. Asaro, Deputy Chief of Administration

698 Second Street
San Francisco, CA 94107
(415) 558-3400

November 6, 2003

Mario H. Treviño
Chief of Department
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Dear Chief Treviño:

As you know, Dr. Isaacs frequently assists our paramedics, EMT's and firefighters on the scene of "special events" and other mass gatherings of San Franciscans and others who come to the City to enjoy its diverse and exciting street fairs, parades and celebrations. For the past decade this has included Halloween in the Castro.

In past years, the SFFD and the SFPD have struggled to maintain control over the Halloween event in the Castro. The SFFD goals in the past were straightforward: to ensure that we could provide the most rapid and appropriate emergency medical care to any celebrant who required assistance, to provide a rapid response within the event for any fire suppression or rescue situation, and to maintain our emergency response capability for the remainder of the City.

Quite frankly, in recent years, our ability to meet these goals was severely compromised because the event had become too big, too disorderly, and too uncontrolled. In fact, as many will attest, last year's event was simply dangerous, both for participants and for our public safety staff. Visitors, residents and merchants were frightened and intimidated. With 6 citizens critically injured at the corner of 18th and Castro Streets, one of who had an actual sword protruding from his abdomen, it became apparent that it was time to try something different.

We want to recognize and thank Supervisor Bevan Dufty and the Mayor's Office for their efforts to ensure the safety and well-being of the residents of and visitors to San Francisco, as well as the brave men and women of the San Francisco Fire Department. There is no question in our minds that this was the safest Halloween event of the past decade.

A number of SFFD personnel deserve recognition for their outstanding contribution to ensure the success of our operation. First and foremost, under your and Acting Chief Asaro's direction, Special Operations Chief Bob Navarro, Deputy Chief Balzarini, and EMS Operations Chief Ehrhardt Groothoff put together a solid, workable plan that did not utilize a single cent of field overtime.

At the event, Battalion Chief Leanio, Captains Dave Franklin, Sebastian Wong, Jim McCaffrey, James Green, and PIO Ken Smith were critical to the outstanding response by our personnel. Of course, most of the credit goes to the dedicated officers and members of Engines 6 & 12 and medic units 13, 29, 38, 92, 94 and minipumpers 32 and 43. We also recognize and applaud the remaining SFFD units throughout the City that did not directly participate in the Halloween Event, though they nonetheless had a difficult and challenging evening. Finally, we thank the members who were working diligently in the Communications Center that evening. (We have included a complete roster of the members working the event that evening at the end of this letter.)

The difference this year was attributable to no alcohol consumption permitted on the streets, there were multiple stages to focus participants' attention, and Emergency Access Lanes ("EALs") were set up to allow public safety personnel rapid and unfettered access to those in need of emergency assistance. While they may have been a slight inconvenience to celebrants and some area merchants, these "fire lanes" were the key to rapid response of public safety personnel throughout the venue. We are grateful to the Police Department and the Department of Parking and Traffic for the many hours spent planning, setting up and dismantling the EALs. We look forward to next year when we might further refine the design of the EALs to ensure the least impact on the celebration and upon the neighborhood merchants in the Castro.

This year, the SFFD responded to only 28 requests for assistance, compared to more than 80 last year. Not a single citizen was critically ill or injured. We must commend and recognize the extraordinary efforts of the San Francisco Police Department, Sheriff's Department and the community public safety volunteers who were the key to ensuring the safety of the celebrants at this year's event.

What Supervisor Dufty was able to accomplish with regard to this event was extraordinary. In a city more and more frequently accused of being the "city that knows how NOT to", Supervisor Dufty put all the players, both public and private, in the same room. He led them to draft a plan that, while not perfect, moved the Halloween in the Castro event from what many believed last year was a "minimally controlled riot" to a safe and enjoyable celebration of diversity and raucous fun that is the very definition of San Francisco's Castro district.

We say, "Kudos to Supervisor Dufty, to the men and women of the SFFD and all the participants in the Halloween in the Castro planning event". For the first time, we are honestly looking forward to next year's festivities.

Sincerely,

S. Marshal Isaacs, MD, FACEP

Jane Smith, EMT-P, EMS Chief

Frank W Cardinale

Frank Cardinale, Assistant Chief

Cc:
Mayor Willie Brown, Jr.
San Francisco Board of Supervisors
San Francisco Fire Commission
Dr. Mitch Katz, Director of Health
Chief Alex Fagan, SFPD
Sheriff Michael Hennessey
Mr. Dan Sullivan, ECD

Members of SFFD who worked on Halloween Evening:

E12
Lt. McNaughton
FF Untalan
FF Lopes
FFPM Carnes

E06
T/Lt. Fernandez
FF Baraka
FF Tolliver
FFPM Ferrante

M13
FFPM Kucharsky
FF Brandon

M29
FFPM Franzen
FF Sargent

M38
FFPM White
FF Rivieccio

M92
PM Duncan
PM Thomason

M94
PM Meade
PM Bradshaw

MP32
FF Estupinian

MP32
Capt. Jebe

Members assigned to the Combined Emergency Communications Center that evening:

Rescue Capt. Fazackerley,
Rescue Capt. McCaffery
T/ Rescue Capt. VanWaart
Lt. Driscoll
T/Lt Britz
T/Lt. Wood
FF Aspelin
FF Benson
FF Cormack
FF Ho
FF Drake

cc: Fire Commission

NANCY EVANS

HEALTH SCIENCE WRITER AND EDITOR

November 19, 2003

RECEIVED
NOV 2 4 2003
San Francisco
Fire Commission

San Francisco Fire Chief Mario Trevino
San Francisco Fire Department
698 Second Street
San Francisco CA 94107-2015

Dear Chief Trevino:

Earlier this month, I called 911, concerned that I might be having a heart attack (I wasn't.) It seemed only seconds had elapsed when the firemen arrived from Station 11 on 26th Street. To a man, they were professional, courteous, competent and caring in assessing the situation and getting me on my way to Kaiser's emergency room. The paramedics were equally exemplary in dispatching their duties. These gentlemen could give lessons in how to handle emergencies.

Too bad the ambulance didn't set the same standard of excellence as the personnel. I've had smoother rides in an old pickup truck on a rocky road! San Francisco's potholed streets are part of the problem, of course, but the vehicle itself needs new shock absorbers (at a minimum) or better yet, retirement and replacement by something more modern that would offer sick patients a smoother ride.

Now that Arnold has revoked the car tax, your budget will undoubtedly shrink even more. But please make it a priority to replace those vintage ambulances as soon as you can.

My heartfelt thanks to you and your department for a job well done.

Best regards,

Nancy Evans

cc: Supervisor Bevan Dufty
San Francisco Fire Commission ✓
Station 11 firefighters and paramedics

4194 CESAR CHAVEZ
SAN FRANCISCO, CA 94131
PHONE: 415-285-7267
FAX: 415-285-3783

EMAIL: NANCYWRITE@AOL.COM

SSF | Sail
San
Francisco

One World, One Ocean

October 14, 2003

Mario Trevino, Chief of Department
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107-2015

Dear Chief Trevino,

I would like to take this opportunity to thank you for your generosity in helping us welcome the Colombian tall ship A.R.C. Gloria to San Francisco. The fire boat you sent to greet the Gloria was really appreciated by the crew members and was invaluable in making her visit a huge success.

Over the four days Gloria was in San Francisco, her crew and officers welcomed city and state officials, thousands of San Francisco visitors and residents, over four hundred local school children, and multiple media outlets onboard. Because of such wonderful paticipation from the San Francisco community, the Navy of Colombia was able to send Gloria on this goodwill mission, and strengthen friendships between the people of San Francisco and Colombia.

We at Sail San Francisco are so grateful for your continuing support of the foreign tall ships that we work with. We look forward to collaborating on many future occasions.

Fair winds,

Alison Healy, Executive Director & CEO

2801 Leavenworth Street, 2nd. Floor • San Francisco, CA 94133 Tel: 415 447 9822 Fax: 415 447 7320 • www.sailsanfrancisco.org

BERNAL HEIGHTS NEIGHBORHOOD CENTER
515 Cortland Avenue, San Francisco, CA 94110 ▪ t: 415.206.2140 ▪ f: 415.648.0793 ▪ bhnc.org

October 2, 2003

San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107
Attn: Chief Mario Trevino

Dear Chief Trevino:

Thank you for sending Engine 32 to participate in our 15th Annual Fiesta on the Hill street fair last Sunday, October 19th, 2003. Hundreds of children were able to check out the fire engine, ring the bell, and most importantly, meet the firemen and women of Engine Company 32.

Your participation helped make this Fiesta our most successful ever, and we look forward to your partnership for next year.

Thanks!

Ron Morgan
Community Organizing Coordinator
Bernal Heights Neighborhood Center

1978 | *Member-Led, Community-Supported for 25 Years*
2003 | COMMUNITY ORGANIZING ▪ HOUSING PROGRAMS ▪ SENIOR SERVICES ▪ YOUTH SERVICES

From the desk of Gregory Neil

November 13, 2003

To the Chief of Department of the San Francisco Fire Department

Dear Sir, please distribute this to as many stations as you can so that all your men AND WOMEN know there are people out here that both depend on and enormously appreciate your ability and willingness to be available at a moments notice to serve us. I am one of those people, and you are my heroes. I'm not a great writer, I work for a living just like everyone else, and this is simply what happened.

On April 1st of 1987 station 14 rescued me from having my left arm stuck in a wrought iron metal driveway gate in the Sea cliff area. I had been working on the construction of that residence for several months, and was there that day to pick up some tools, as the project was complete. I reached through the gate to hit the opener that was loosely placed so we could gain access easily, and instead of opening slowly as it had for months, the gate opened with a big jerk, grabbing my arm with it. The gate continued to open, moving behind a brick wall, until my face and shoulder were smashed up against the surface of the brick, and my arm was as stretched out as it could get. Had the gate continued on its path to continue opening, dragging my trapped arm with it, I might be typing this with one hand right now. I was in enormous pain. I finally yelled loud enough and long enough for a neighbor to hear me, who then called for help.

Station 14 responded within minutes. I remember the speed, and focus, and intention with which the five or six men went to work on the best way to get me out. I don't really know how many there were, they just seemed to be everywhere at once. I had been trapped for about 20-30 minutes at that point, and my awareness of what was going on around me was both very distracted and super hyper-vigilant. Within seconds they had dismantled the gate… I will never forget the moment one of those guys handed me back my left arm. My arm was mangled then, broken at the elbow, and sprained at the wrist, and is now completely fine and functional.

Thank you, and thank God for what you do. I will never forget you.

Sincerely,

Greg Neil

415-258-2873 ph PO Box 2022 San Anselmo, Ca. 94979 415-453-7290 fx

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2004